

**MINUTES OF THE OPEN MEETING OF THE BOARD  
OF DIRECTORS OF THE ROBERTSON FIRE PROTECTION  
DISTRICT OF ST. LOUIS COUNTY, MISSOURI ON  
AUGUST FOURTEENTH, TWO THOUSAND TWENTY-THREE**

The Board of Directors for the Robertson Fire Protection District met in a regular open session at the Administrative Offices at 12641 Missouri Bottom Road, Hazelwood, Missouri at 6pm on August 14, 2023. This meeting is being held in person. Individuals are asked to sign in. Individuals that plan to speak are required to sign in.

Jennifer Guyton, Chairwoman/Director  
Maggie Sieve, Secretary/Director  
Dave Herman, Fire Chief  
Adam Long, Assistant Chief  
Kenneth Hughes, Fire Marshall  
Bob Sievers, Medical Officer  
Paul Martin, District Attorney

The meeting is opened with the Pledge of Allegiance to the U.S. flag.

Director Sieve conducted a roll call. All directors were present.

**AGENDA**

Director Field made a motion to accept the amended agenda as presented, seconded by Director Sieve. A roll call vote was taken.

Director Sieve-aye, Director Field-aye, Director Guyton-aye.

**MINUTES**

Director Field made a motion to accept the open and closed minutes of July 31, 2023 and August 7, 2023, seconded by Director Sieve. A roll call vote was taken.

Director Sieve-aye, Director Field-aye, Director Guyton-aye.

**ACCOUNTS PAYABLE**

Director Field made a motion to pay all bills and invoices as presented, seconded by Director Sieve. A roll call vote was taken.

Director Sieve-aye, Director Field-aye, Director Guyton-aye.

**NEW BUSINESS**

Director Guyton requested the Fire Marshall revamp the building permit records system to make it easier to reconcile the District's records with the bank account.

Director Guyton discussed reforming the Workers Compensation Policy in order to lower the District's overhead costs.

Director Field discussed the proposals for TVs for the Boardroom.

Director Sieve made a motion to approve the purchase of two 75" Samsung 4K UHD LED smart TVs for the boardroom for \$1800.00, seconded by Director Field. A roll call vote was taken. Director Sieve-aye, Director Field-aye, Director Guyton-aye.

Director Guyton thanked the PR Committee for the success of the Back-to-School event.

Captain Cantrell proposed the purchase of Breast Cancer Awareness t-shirts. The Board of Directors discussed the purchase and tabled the issue until we have more clarity about the number of T-shirt's the District needs to purchase.

### OLD BUSINESS

Director Field updated the public on the District's Charter expenses. Director Field announced a total annual savings of \$12,604.56.

Director Guyton discussed the status of the District's 2022 Audit with Botz, Deal & Company. Allen Scholte will discuss the audit on August 28<sup>th</sup>.

Director Guyton discussed the status of Sikich LLP financial report. The full report will be given by Anna Camdece on August 28<sup>th</sup>.

### CHIEF'S REPORT

Chief Herman announced opening the promotion process for Captain.

Chief Herman introduced the District's new hires: Seth Hagen and Mat Welch.

Chief Herman gave an update on the ladder truck build.

Chief Herman discussed a potential buyer for the old ladder truck.

### ASSISTANT CHIEF'S REPORT

Assistant Chief Long updated the Board and public on the Lexipol implementation.

### FIRE MARSHALL'S REPORT

Fire Marshall Hughes discussed the purchase of Photoelectric smoke detectors for the District's deaf residents.

Director Sieve made a motion to approve the purchase of two sample photoelectric smoke detectors for testing for \$13.88 and \$15.99, seconded by Director Field. A roll call vote was taken.

Director Sieve-aye, Director Field-aye, Director Guyton-aye.

Fire Marshall Hughes gave an update on the Residential Lockbox Program, specifically for the Santa Maria residential living apartments.

Fire Marshall Hughes proposed expanding the Residential Lockbox Program to Santa Maria residential living apartments by purchasing a larger lockbox to store residential keys for emergency use.

Director Field made a motion to approve the purchase of one KYODOLED 100 key cabinet for \$69.99 and one Unicliffe 100 key cabinet for \$37.99 to compare, seconded by Director Sieve. A roll call vote was taken.

Director Sieve-aye, Director Field-aye, Director Guyton-aye.

Fire Marshall Hughes gave an update on the Residential Lockbox Program

### MEDICAL OFFICER'S REPORT

Medical Officer Sievers discussed DePaul hospital losing their trauma status. The closest trauma rated hospital will now be Mercy at Ballas and Highway 40/64. This will cause prolonged response times.

Medical Officer Sievers proposed the purchase of the Stryker ALS 360 package to replace and update the District's EMS equipment. Director Guyton requested a

### CHIEF'S REPORT continued

Captain Valentine updated the Board on the completion of the new ladder truck. It is expected to be finished by Sept 10<sup>th</sup> to be taken to get detailed with Robertson decals.

Private GRIMS updated the Board on the sale of the old ladder truck. The District still has an interested buyer. They are planning to come August 26<sup>th</sup> to inspect the truck and make an offer to the District.

### ATTORNEY'S REPORT

District Attorney reports the District is going into mediation with the City of Hazelwood on August 31<sup>st</sup>.

Director Field made a motion to hold a closed session on August 21, 2023 at 5pm, a regular open session on August 28, 2023, and a special open on August 31, 2023 at 12641 Missouri Bottom Rd, Hazelwood, MO 63042 and on Zoom, seconded by Director Sieve.

A roll call vote was taken.

Director Sieve-aye, Director Field-aye, Director Guyton-aye.

### CLOSED SESSION

Director Sieve made a motion to enter into closed session at 7:11pm for the following reasons:

1. LEGAL ACTIONS, CAUSES OF LEGAL ACTION, OR LITIGATION, ATTORNEY-CLIENT COMMUNICATIONS (610.021 (1)).
2. HIRING, FIRING DISCIPLINING OR PROMOTING OF PARTICULAR EMPLOYEES WHEN INFORMATION RELATING TO THE PERFORMANCE OR MERIT OF INDIVIDUAL EMPLOYEES IS DISCUSSED OR RECORDED (610.021 (3), 610.021(13)).

Seconded by Director Field. A roll call vote was taken. Director Sieve-aye, Director Field-aye, Director Guyton-aye.

#### REOPEN FROM CLOSE

Director Field motioned to adjourn the closed session and reconvene in Open Session at 7:24pm, seconded by Director Sieve.

A roll call vote was taken.

Director Sieve-aye, Director Field-aye, Director Guyton-aye.

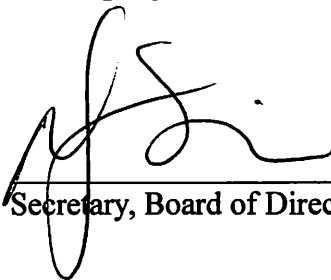
#### REPORT FROM CLOSED SESSION

There was nothing report from Closed Session.

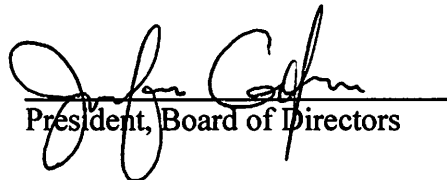
#### ADJOURNMENT

Director Field made a motion to adjourn the meeting, seconded by Director Sieve. A roll call vote was taken. Director Sieve-aye, Director Guyton-aye.

Meeting adjourned at 7:26pm.



Secretary, Board of Directors



President, Board of Directors

ROBERTSON FIRE PROTECTION DISTRICT  
AGENDA – OPEN BOARD MEETING AUGUST 14th, 2023–6:00 P.M.  
ROBERTSON ADMINISTRATIVE OFFICES - 12641 MISSOURI BOTTOM ROAD

**This meeting is being held in person and on Zoom.**

Zoom Link: <https://zoom.us/j/94665951349?pwd=aG1rN2pLWmFMamFqMUhIZkIrVzRMUT09>

1. CALL TO ORDER:
  - a. Pledge of Allegiance
2. AMENDMENT AND/OR ADOPTION OF AGENDA
3. APPROVAL OF MEETING MINUTES—July 31<sup>st</sup> and August 7<sup>th</sup>, 2023
4. ACCOUNTS PAYABLE
5. NEW BUSINESS
  - a. Revamping Building Permit Records System
  - b. Reform Workers Comp Policy
  - c. Proposals for Board Room TVs
  - d. BIG thank you to the PR committee
  - e. Breast Cancer Awareness Shirts
6. OLD BUSINESS
  - a. Update on Charter Expenses—before and after the cleanup
  - b. Status of 2022 Audit with Botz, Deal & Company
  - c. Update of Sikich LLP Financial Reports (Regular Board Meeting—August 28<sup>th</sup>)
7. CHIEF’S REPORT
  - a. Captains Promotional Process
  - b. Update on the Ladder Truck Build
  - c. Potential Buyer for old ladder truck
  - c. New Employee Hires—Seth Hagen and Mat Welch
8. ASSISTANT CHIEF’S REPORT
  - a. Update on Lexipol Implementation
9. FIRE MARSHAL’S REPORT
  - a. Purchase of Photoelectric Smoke Detectors
  - b. Update on Residential Lockbox Program
  - c. Lockbox Program for Santa Maria
10. MEDICAL OFFICER’S REPORT
  - a. Changes to DePaul’s Trauma status
  - b. Stryker ALS 360 Asset Management Program
11. ATTORNEY’S REPORT
  - a. Update on Hazelwood Litigation

12. PUBLIC Individuals who intended on speaking are required to sign in.
13. Upcoming Meeting: Executive Closed Session on August 21<sup>st</sup>, 2023 at 5:00pm  
Regular Open Session on August 28<sup>th</sup>, 2023 at 6:00pm  
Special Open Session (Local 2665 Negotiations) on August 31<sup>st</sup>, 2023 at 6:00pm
14. THE ROBERTSON FIRE PROTECTION DISTRICT BOARD OF DIRECTORS WILL HOLD A CLOSED SESSION. THE CLOSED SESSION WILL BE HELD IN ACCORDANCE WITH RSMO 610.021:
  1. LEGAL ACTIONS, CAUSES OF LEGAL ACTION, OR LITIGATION (610.021 (1)).
  2. HIRING, FIRING DISCIPLINING OR PROMOTING OF PARTICULAR EMPLOYEES WHEN INFORMATION RELATING TO THE PERFORMANCE OR MERIT OF INDIVIDUAL EMPLOYEES IS DISCUSSED OR RECORDED (610.021 (3)).
15. ADJOURNMENT



**MINUTES OF THE OPEN MEETING OF THE BOARD  
OF DIRECTORS OF THE ROBERTSON FIRE PROTECTION  
DISTRICT OF ST. LOUIS COUNTY, MISSOURI ON  
JULY THIRTY-FIRST, TWO THOUSAND TWENTY-THREE**

The Board of Directors for the Robertson Fire Protection District met in a regular open session at the Administrative Offices at 12641 Missouri Bottom Road, Hazelwood, Missouri at 6pm on July 31, 2023. This meeting is being held in person. Individuals are asked to sign in. Individuals that plan to speak are required to sign in.

Jennifer Guyton, Chairwoman/Director  
Maggie Sieve, Secretary/Director  
Dave Herman, Fire Chief  
Adam Long, Assistant Chief  
Bob Sievers, Medical Officer  
Paul Martin, District Attorney

The meeting is opened with the Pledge of Allegiance to the U.S. flag.

Director Sieve conducted a roll call. All directors were present.

**AGENDA**

Director Sieve made a motion to accept the amended agenda as presented, seconded by Director Guyton. A roll call vote was taken.

Director Sieve-aye, Director Guyton-aye.

**MINUTES**

Director Sieve made a motion to accept the open and closed minutes of July 24, 2023, seconded by Director Guyton. A roll call vote was taken.

Director Sieve-aye, Director Guyton-aye.

**ACCOUNTS PAYABLE**

Director Sieve made a motion to pay all bills and invoices as presented, seconded by Director Guyton. A roll call vote was taken.

Director Sieve-aye, Director Guyton-aye.

**NEW BUSINESS**

Director Sieve discussed the budget for the Back-to-School event.

Director Sieve made a motion to approve an addition of no more than \$200.00 to the Back-to-School budget, seconded by Director Guyton. A roll call vote was taken.

Director Sieve-aye, Director Guyton-aye.



Director Guyton discussed putting Anti-Litter signs on District property for the Hazelwood Green Committee.

### CHIEF'S REPORT

Chief Herman discussed the budget for awards due to the firefighters.

Director Sieve made a motion to approve an additional \$3000.00 to the Awards budget, seconded by Director Guyton. A roll call vote was taken.

Director Sieve-aye, Director Guyton-aye.

### MEDICAL OFFICER'S REPORT

Medical Officer Sievers discussed Narc ID by CompX Proposal.

Director Sieve made a motion to approve the purchase of the Nacr ID by CompX Proposal not to exceed \$17,000.00, seconded by Director Guyton. A roll call vote was taken.

Director Sieve-aye, Director Guyton-aye.

### CLOSED SESSION

Director Sieve made a motion to enter into closed session at 6:11pm for the following reasons:

1. LEGAL ACTIONS, CAUSES OF LEGAL ACTION, OR LITIGATION, ATTORNEY-CLIENT COMMUNICATIONS (610.021 (1)).
2. HIRING, FIRING DISCIPLINING OR PROMOTING OF PARTICULAR EMPLOYEES WHEN INFORMATION RELATING TO THE PERFORMANCE OR MERIT OF INDIVIDUAL EMPLOYEES IS DISCUSSED OR RECORDED (610.021 (3), 610.021(13)).

Seconded by Director Guyton. A roll call vote was taken. Director Sieve-aye, Director Guyton-aye.

### REOPEN FROM CLOSE

Director Sieve motioned to adjourn the closed session and reconvene in Open Session at 7:05pm, seconded by Director Guyton.

A roll call vote was taken.

Director Sieve-aye, Director Guyton-aye.

### REPORT FROM CLOSED SESSION

There was nothing report from Closed Session.

### ADJOURNMENT

Director Sieve made a motion to adjourn the meeting, seconded by Director Guyton. A roll call vote was taken. Director Sieve-aye, Director Guyton-aye.

Meeting adjourned at 7:07pm.

---

President, Board of Directors

---

Secretary, Board of Directors

[Back to School](#)

[Top Deals](#)

[Deal of the Day](#)

[Accounts](#)

[Recently Viewed](#)

[Order Status](#)

[Saved Items](#)

### Your Cart

**Special Offers** We found offers available based on items in your cart! [See all](#)



[Samsung - 75" Class CU7000 Crystal UHD 4K UHD Smart Tizen TV](#)

**Pickup at Mid Rivers Mall**

Ready for pickup **Today**  
Will this fit in your car?

1

[Remove](#)  
[Save](#)

**\$749.99**

**Save \$50**  
Was \$799.99

**Delivery to 63334**

Unavailable in your area  
Delivery + Installation as soon as **Tue, Aug 1**

#### Protection Plans



[Standard Geek Squad Protection \(22883\)](#)

[See All Plans](#)

#### Professional Services



Installation & setup services are available in 63334

[See All Services](#)



[Samsung - 75" Class CU7000 Crystal UHD 4K UHD Smart Tizen TV](#)

**Pickup at Mid Rivers Mall**

Ready for pickup **Today**  
Will this fit in your car?

1

[Remove](#)  
[Save](#)

**\$749.99**

**Save \$50**  
Was \$799.99

**Delivery to 63334**

Unavailable in your area  
Delivery + Installation as soon as **Tue, Aug 1**

#### Included Free



Microsoft - Xbox Game Pass Ultimate 1 Month Membership [Digital]

[Remove](#)

**FREE**

#### Protection Plans



[Standard Geek Squad Protection \(22883\)](#)

[See All Plans](#)

#### Professional Services



Installation & setup services are available in 63334

[See All Services](#)



[Best Buy essentials™ - Full Motion TV Wall Mount for 47-84" TVs - Black](#)

**Pickup at Mid Rivers Mall**

Ready for pickup **Today**

2

[Remove](#)  
[Save](#)

**\$119.98**  
(\$59.99 each)

**FREE Shipping to 63334**

Get it by **Mon, Jul 24** if you order within 1hr 24min  
More shipping options are available in checkout

### Order Summary

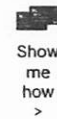
Original Price	\$1,719.96
Savings	-\$100.00
Store Pickup	FREE
Estimated Sales Tax	\$96.39

**Total \$1,716.35**

### Checkout

One or more items in your cart require an account. [Sign in or create an account now](#)

#### Apply today, shop today.



**10% back in rewards** on your first day of purchases when approved for the My Best Buy® Credit Card.

or  
**\$71.52/month\*** suggested monthly payments with **24 month financing** on this purchase of \$1,716.35

#### Looking for a lease to own option?

Enjoy the tech you want today. [Learn more >](#)

#### Buying a gift for someone special?

Gift options can be added in checkout. [Learn more >](#)





Get \$30 when you open a new account and spend \$30\*

\*Click Apply now to learn how

Purchase amount \$1,601.96

Statement credit -\$30.00

Cost after credit \$1,571.96

Apply now

### Cart (4)

### Pickup items (4)

Quincy, IL

700 N. 54th Street

Select date and time in checkout

Change



Member's Mark Full Motion Extended TV Wall Mount with Articulating Dual Swivel Arms for 32"-90" TVs

Item 980248228

- 2 +

\$199.96

Remove

Save for later

Ship instead

Deliver instead



VIZIO 75" Class MQ6 Series 4K QLED HDR Smart TV - M75Q6M-K03

Item 990298044

Only 5 left

- 2 +

\$1,398.00

Remove

Save for later

### Total

Subtotal (4 items)

\$1,597.96

Pickup fee ⓘ

\$4.00

⊕ Become a *Plus* member

Free Pickup on every order, starting now

\$4 per order Free



Shop

Search



Warehouses

Account

Cart

My Warehouse

University City

Closed: Open 10:00 AM Friday

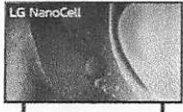
Delivery Location

63101

Lists / Buy Again

Cart (4 Items)

75" 4K 4xHDMI SMART



LG 75" Class - NANO80 Series - 4K UHD LED LCD TV

Item 9775680

\$749.99

Price valid through 8/6/23

Item Qualifies for Costco Direct Buy More, Save More Promotion

- 2 +

Remove

Total  
\$1,499.98



Apply for the Costco Anywhere Visa® Card by Citic

Earn 2% Cash Back on your Costco purchases. Exclusively for Costco members.

Apply Today

Subtotal	\$1,699.96
Discount on Order	-\$140.00
Shipping & Handling for 63101	\$0.00

Estimated Total \$1,559.96

Applicable taxes will be calculated at checkout.

Checkout

*1400.00*

Feedback

Room of Choice : Shipping & Handling Included

Earliest Delivery

Wednesday, July 26, 2023

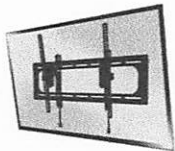
Select Delivery Date



Delivery and Set Up : \$60.00

Delivery Details

Add to List | Save for Later



SANUS Preferred 42"-90" Tilting TV Mount

Item 1738004

\$99.99

\$20 OFF

- 2 +

Remove

Total  
\$199.98

Standard : Shipping & Handling Included

Estimated Delivery

Friday, July 28, 2023

Express 1 to 2 Business Days : \$43.30

Estimated Delivery

Wednesday, July 26, 2023

Delivery Details

# WeHere

smart locking key box, key management system

\$159.99

Save \$10 with coupon



Office Products > Office & School Supplies > Forms, Recordkeeping & Money Handling > Key Cabinets

Sponsored

## Reinforced Construction

Stop unwanted access to keep keys securely stored



Roll over image to zoom in



# Uniclife 100 Position Key Cabinet with Combination Lock Resettable Black Digital Security Storage Box Steel Key Organizer with Colorful Key Tag Labels Stickers and Hooks

Visit the Uniclife Store

4.3 582 ratings

\$37.99

FREE Returns

Size: 100 Keys

48 Keys

60 Keys

**100 Keys**

Color: Combo Lock



Brand Uniclife

Color Combo Lock

Material Alloy Steel

Product Dimensions 3"D x 9.5"W x 11.8"H

Special Feature Lockable

### About this item

- 100 Positions: Practical 2-layer key cabinet is spacious to hold up to 100 keys. Ideal for schools, houses, companies, real estate agencies, etc. Install it INDOORS ONLY! (Screws and wall anchors are contained.)
- Combination Lock: Provide a secure 3-digit code lock with 1,000 combination methods to lock/unlock the cabinet. Ensure you the private and exclusive access to the keys.
- Resettable Code: Initial code: "000". Push the control lever inside the cabinet from A to B, set your desired code and then pull the lever back from B to A to complete code resetting.
- 100 Tags in 10 Colors: Each flexible key tag contains a removable blank paper for labeling. And its transparent window allows you to identify items at a glance.
- Easy to Track: Contain 100 number stickers and 100 hooks to arrange keys in numerical order and keep them neatly organized. And the numbered log sheet makes it easier to keep track of your keys.

### Customer ratings by feature

Easy to install	4.3
Lock Feature	4.1
Easy to lock	3.8
Sturdiness	3.5



Enjoy fast, FREE delivery, exclusive deals and award-winning movies & TV shows with Prime

Try Prime and start saving today with Fast, FREE Delivery

Delivery

Pickup

\$37.99

FREE Returns

FREE delivery Wednesday, August 16

Or fastest delivery Tomorrow, August 12. Order within 5 hrs 35 mins

Delivering to Florissant 63033 - Update location

In Stock

Add to Cart

Buy Now

Payment [Secure transaction](#)

Ships from [Amazon](#)

Sold by [Uniclife](#)

Returns [Eligible for Return, Refund or Replacement within 30 days of receipt](#)

Packaging [Shows what's inside](#)

### Add a Protection Plan:

2 Year Furniture Protection Plan for \$5.99

Add a gift receipt for easy returns

Add to List

Have one to sell?

Sell on Amazon

Delivering to Florissant 63033  
Update location

All ▾

kyodoled 100 keys key cabinet

EN ▾

Hello, sign in  
Account & Lists ▾

Returns  
& Orders **0**

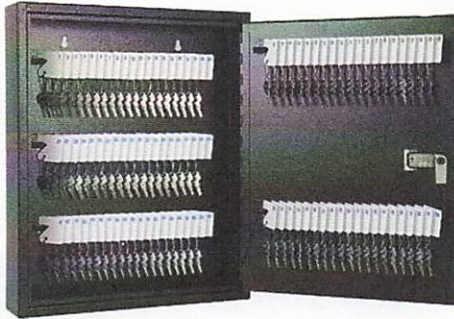
All Medical Care ▾ Best Sellers Customer Service Amazon Basics Music Prime ▾ New Releases Today's Deals Books Shop Black Business Month

Amazon Home Shop by Room Discover Shop by Style Home Décor Furniture Kitchen & Dining Bed & Bath Garden & Outdoor Home Improvement

2,048

Back to results

Sponsored



Roll over image to zoom in



5 VIDEOS

# KYODOLED 100Keys Key Cabinet Organizer,Key Management Wall Mount,Large Keys Storage Combination Lock,17"x 12.99" x 3.26" (Black,100 Key)

Visit the KYODOLED Store

4.6 1,166 ratings

**\$69<sup>99</sup>**

FREE Returns

Join Prime to buy this item at \$62.99

Available at a lower price from [other sellers](#) that may not offer free Prime shipping.

Color: **Black**



Size: **100 Keys**

40 Keys 60 Keys **100 Keys** 200 Keys

<b>Brand</b>	KYODOLED
<b>Color</b>	Black
<b>Material</b>	Alloy Steel
<b>Recommended Uses For Product</b>	Tools
<b>Product Dimensions</b>	3.26"D x 12.99"W x 17"H

### About this item

- **KEY STORAGE BOX** : Don't bother to RETURN the product if there is any problem with it:) If the key box is damaged from shipping, please contact us without hesitation, we will provide you with a more convenient solution than return.
- **SECURE DESIGN WITH COMBINATION LOCK** : Setting 3-digit combination spin lock over 1,000 possible combinations as the entry code for the cabinet.Keep keys security Key lock box includes 100 key rings, identification tags, and a key labels.
- **WALL MOUNTED DESIGN** : Packing included 3 screws and 3 wall anchors for easy and stable installation onto the wall.
- **MULTIPURPOSE** : Ideal for home, office, apartment complex, boat dealers, rental car agencies, car lots, body shops and more.Made of solid and sturdy metal,provides high security protection and safety storage.
- **HIGH-QUALITY** : Our key box with code is made of heavy-duty steel that provides prime security and long-term durability throughout the years. Easy to mount.

› See more product details

### Customer ratings by feature

Lock Feature	4.9
Easy to lock	4.6
Easy to install	4.5



Enjoy fast, **FREE** delivery, exclusive deals and award-winning movies & TV shows with Prime  
Try Prime and start saving today with Fast, **FREE** Delivery

Buy new:

**\$69<sup>99</sup>**

FREE Returns

FREE delivery **Saturday, August 19**

Or fastest delivery **Wednesday, August 16**. Order within 6 hrs 17 mins

Delivering to Florissant 63033 - Update location

**In Stock**

Qty: 1

Add to Cart

Buy Now

Payment [Secure transaction](#)  
Ships from [Amazon](#)  
Sold by [GTlight](#)  
Returns [Eligible for Return, Refund or Replacement within 30 days of receipt](#)

### Add a Protection Plan:

- 2 Year Furniture Protection Plan for **\$10.99**
- Add a gift receipt for easy returns

Save with Used - Very Good

**\$52<sup>49</sup>**

FREE delivery: **Saturday, Aug 19**  
Ships from: Amazon  
Sold by: GTlight

Add to List

New & Used (2) from **\$52<sup>49</sup>** & **FREE Shipping**.