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Florissant Valley Fire Protection District

661 St. Ferdinand Street
Florissant, Missouri 63031



"We take care of people"

DAN LUBIEWSKI
Director

BOB CARMACK
Director

MIKE MAHAFFY SR.
Director

JASON HOEVELMANN
Chief of Department

Regular Meeting of the Board of Directors of October 21, 2025

The meeting was called to order at 7:30 a.m. by Director Lubiewski. Those in attendance were Fire Board Directors Dan Lubiewski, Mike Mahaffy, Bob Carmack, Assistant Fire Chief Brian McHugh, Fire Marshal Cliff Robinson, Chief Medical Officer Mark Flauter, Deputy Chief Andrew Krato, Battalion Chief Rob Carroll, Battalion Chief Russell Kleffner, Captain Chris Hefner, Attorney Dan Bruntrager, Accountant Rick Rognan, Ian Rothbarth, Dylan Bushman, and Office Manager Laura McIntosh.

Minutes

Director Mahaffy made a motion to approve the Regular meeting minutes from October 14, 2025 which was seconded by Director Carmack. All Directors voted in favor of this motion.

Director Carmack made a motion, which was seconded by Director Mahaffy, to amend the agenda so that Accountant Rick Rognan can present the financials due to prior commitments. All Directors voted in favor of this motion.

Accountant's Report

Accountant Rick Rognan thanked the board for their flexibility and presented the financial report for September 2025.

Hearing from Citizens

Ian Rothbarth and Dylan Bushman from Smith Moore Investments were present to discuss investment policy for Pension and Retiree Medical funds. A discussion took place.

Department Reports

Chief McHugh presented the Run Report for the week of October 12 – October 18, 2025. There were a total of 97 Fire and EMS calls and 235 Ambulance calls.

Chief McHugh presented the Vehicle Maintenance Report

- 4094 – Crack in flex pipe to be repaired
- 4017 – Door handle, lights and stretcher issues

Chief Krato presented the Training Report

- SCBAs in service
- 11 members attending Paratech training

Directors Report

The Treasurer's Report for October 21, 2025 was presented. The General expenses of $160,769.42; the Ambulance expenses of $3,521.03; the Capital Improvement expenses of $472,233.41; the payroll expenses of $367,618.94; and the Vision expenses of $151.33. There were no expenses for Pension, Retiree Medical, Debt Service, or Dispatch. There was a motion made by Director Carmack, which was seconded by Director Mahaffy, to approve the bills and transfer the necessary funds for the operation of the Fire District. All Directors voted in favor of this motion.

Shop

Captain Hefner thanked the board for their participation in the contract negotiations as the shop has approved the contract which is at the Local level and will be presented to the Board for final approval.

Attorney's Report

None.

Unfinished Business

Director Lubiewski opened the one and only bid for Rope Rescue from TTRS for $19,944.00. Director Carmack made a motion, which was seconded by Director Mahaffy to approve and accept the bid from TTRS for proposed amount. All Directors voted in favor of this motion.

Director Lubiewski opened the two bids received for the Confined Air Space System from Feld $24,057 and Leo M. Ellebracht $23,411. Director Mahaffy made a motion, which was seconded by Director Carmack to approve and accept the bid from Leo M. Ellebracht as presented. All Directors voted in favor of the motion.

Chief McHugh provided a construction update regarding moving of administrative staff to another location temporarily by entering a month-to-month lease for $3,000 per month. A discussion took place.

New Business

Chief McHugh requested that the board refer to the previously approved hiring list to hire the three candidates remaining on the list and open the application process to hire an additional two positions. Director Carmack made a motion, which was seconded by Director Mahaffy to approve the hiring process. All Directors voted in favor of this motion.

Chief McHugh advised in order to prepare for the curb cut, St. Louis County requires an issuance of the letter of credit by St. Louis Bank, for $5,441.75. Director Lubiewski is authorized to sign for the Florissant Valley Fire Protection District. The board also authorizes $5,441.75 of district funds to be held during the time until the letter of credit is released and acknowledges a 1% fee will be applied at time of issuance of the letter of credit. Director Carmack made a motion, which was seconded by Director Mahaffy to approve the issuance of the letter of credit and fees associated with said request as proposed. All Directors voted in favor of this motion.

With no further business to come before the Board, there was a motion made by Director Carmack, which was seconded by Director Mahaffy, to adjourn this meeting. All Directors voted in favor of this motion. The meeting was adjourned at approximately 8:06 a.m.

Florissant Valley Fire Protection District,

Mike Mahaffy, Sr
Director – Secretary – Fire Board of Directors