



Minutes of the Regular Meeting of the Board of Directors  
Of the Wentzville Fire Protection District of January 27, 2025

The Regular Meeting of the Wentzville Fire Protection District was held on January 27, 2025, at Wentzville Fire District Headquarters, 502 Luetkenhaus Blvd, Wentzville, MO 63385.

Chief Mosher called the meeting to order at 9:27 a.m.

Open Forum: No one from the public was present.

Chief Mosher called Roll. Three Board Members were present: Chairwoman Jennifer Houston, Director Frank Grassmuck, and Director Chad Wilson.

Other attendees included Assistant Chief Mike Scott, Shop Steward Bryan Notheis, Shop Steward Max Mueller, Captain Pat Kelly, Legal Counsel Dan McLaughlin, Finance & HR Manager Lisa Potts, and Administrative Assistant Shannon Beckemeyer.

Chief Mosher requested approval of the agenda with an amendment to include the disposal of approximately 1,000 single-family resident permits and inspections. Director Houston motioned to approve the agenda with the requested amendment. Director Grassmuck seconded it. Director Houston-aye, Director Grassmuck-aye, Director Wilson-aye.

On a motion from Director Houston and a second from Director Wilson, the January 21, 2025, regular meeting minutes were approved. Director Houston-aye, Director Grassmuck-aye, and Director Wilson-aye.

**Old Business:**

Chief Mosher provided an update on the SCCAD waivable and permit fees stating although this was still in discussion, SCCAD is processing our permit invoice for payment, stating that a possible change to the policy could be discussed in the future.

**New Business:**

Chief Mosher proposed an update of the gym equipment at Station 3 at a cost of \$41,958. The bidding obligation has been met and reviewed by legal. On a motion from Director Houston and

a second from Director Grassmuck, the purchase of gym equipment at Station 3, as proposed, was approved. Director Houston-aye, Director Grassmuck-aye, and Director Wilson-aye.

Chief Mosher spoke to the upcoming process of moving from the ER system to ESO and the need to address over 3,000 errors before moving data over. Over 1,000 of these errors are from single-family home permits and associated inspections that are beyond the 10-year retention window per the record retention policy in place. Approval noted by the board to purge records per the regulatory requirements.

Chief Mosher proposed the upcoming February board meetings as February 4, 2025 at 9am and February 25, 2025 at 9am. No opposition from the board on these dates and times.

#### **Officers Report:**

Chief Mosher provided an update on the apparel purchase fundraiser for Captain Shine as well as a check presentation happening today to the Community Outreach group in support of Captain Shine.

Chief Mosher reported on the recent discussions and plans of purchasing a demo truck and brush truck and that any new purchases will now be managed by Captain Sean Kersting as Captain Mark Dwyer will be stepping away from new purchases but still managing truck maintenance. Director Houston recommended the District recognize Captain Dwyer (award or the like) for his years of service in this area. Regarding a new demo truck, significant discussion was had on the brand, truck warranty, and the necessity to move quickly when one becomes available. Legal Counsel Dan McLaughlin confirmed this purchase would fall under the emergency clause and not subject to bidding. On a motion from Director Houston and a second from Director Grassmuck, the future purchase of a demo truck up to a threshold of \$1,000,000 with immediate notification to the board when the purchase occurs was approved. Director Houston-aye, Director Grassmuck-aye, and Director Wilson-aye.

Assistant Chief Mike Scott reported on the SCBA maze training happening this week. Chief Scott also reported that the WFPD was the 2<sup>nd</sup> truck on scene at a 3-alarm commercial building fire in Wright City last week and that last-minute tours at the new meat packing plant in Foristell were taking place this week.

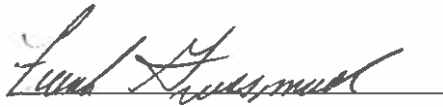
Fire Marshal Cuddihee was absent

Battalion Chief Joe Hutson was absent.

Nothing additional from the Board to report.

Director Houston made a motion to adjourn the regular meeting and go into closed meeting at 10:04 a.m., seconded by Director Wilson, and the meeting was adjourned. Director Houston-aye, Director Grassmuck-aye, and Director Wilson-aye.

The board returned to the open session at 10:31 a.m. with nothing to report. Director Houston's motion, seconded by Director Grassmuck, adjourned the meeting. Director Houston-aye, Director Grassmuck-aye, and Director Wilson-aye.



Frank Grassmuck, Secretary



Lisa Potts, Recording Secretary

