



Minutes of the Regular Meeting of the Board of Directors  
Of the Wentzville Fire Protection District of September 12, 2024

The Regular Meeting of the Wentzville Fire Protection District was held on September 12, 2024, at Wentzville Fire District Headquarters, 502 Luetkenhaus Blvd, Wentzville, MO 63385

Chief Mosher called the meeting to order at 4:47 pm.

Open Forum: No one from the public was present.

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

Other attendees included Fire Marshal Chris Cuddihee, Battalion Chief Chris Browder, Finance and Human Resource Manager Lisa Potts, Shop Steward Max Mueller, Assistant Shop Steward Bryan Notheis, and CPA Rick Rognan.

Director Houston motioned to approve the agenda by approving the bills and amending the Tax Rate Hearing time to accommodate CPA Rognan's schedule. Director Grassmuck seconded it. Director Houston-aye, Director Grassmuck-aye, Director Wilson-aye.

On a motion from Director Houston and Director Wilson, they seconded the approval of the September 5, 2024, regular meeting minutes. Director Houston-aye, Director Grassmuck-aye, and Director Wilson-aye.

Director Houston motioned to approve the bills as presented. Director Grassmuck seconded. Director Houston-aye, Director Grassmuck-aye, and Director Wilson-aye.

CPA Rognan presented the August Financials, indicating that the benchmark is 66.6%, and the district is 67.24%, or \$111,480, over budget. However, the trend is moving in the right direction, as seen in previous years. Revenues all continue to exceed budget; however, are slowing down. Building permits are below last year; this could be related to interest rates. Growth is slowing down. Many items over are related to timing. There are a few line items that we will continue to watch, which may remain over, like vehicle maintenance. Public relations- Public education is over and will stay over because of election expenses; the district had good news at the polls

therefore, the money was well spent. Building maintenance and cleaning's overage is due to the payment of items relating to hail damage. The district is in a healthy position due to our growth potential, unlike other districts that have no places to grow.

**Old Business:**

No Old Business

**New Business:**

Resolution 24-05 was read in the short form for two readings:

**WENTZVILLE FIRE PROTECTION DISTRICT**

**RESOLUTION NO. 24-05**

**WHEREAS**, The Board of Directors of the Wentzville Fire Protection District of St. Charles County, Missouri, at a public hearing held September 12, 2024, discussed the financial affairs and expenses for the Wentzville Fire Protection District's 2025 fiscal year; and,

**WHEREAS**, a Public Hearing is required by the Missouri Revised Statutes concerning the proposed budget and tax rate with said Public Hearing being held on September 12, 2024, and,

**WHEREAS**, The Board of Directors of the Wentzville Fire Protection District of St. Charles County, Missouri, after study of the District's finances and contingent expenses for 2025, which includes general operating and debt service expenses, have arrived at a regular tax levy for the 2024 tax year for utilization in the 2025 fiscal year.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE WENTZVILLE FIRE PROTECTION DISTRICT OF ST. CHARLES COUNTY, MISSOURI, AS FOLLOWS:**

Director Houston motioned to adopt Resolution 24-05 to adopt tax rate for 2024 second Director Wilson. Director Houston-aye, Director Grassmuck-aye, and Director Wilson-aye.

Resolution 24-06 was read in the short form for two readings:

**RESOLUTION 24-06**

**RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE WENTZVILLE FIRE PROTECTION DISTRICT  
ETHICS POLICY**

***BE IT RESOLVED*** by the Board of Directors of the Wentzville Fire Protection District of St. Charles County, Missouri as follows:

***WHEREAS***, procedures need to be established to disclose potential conflicts of interest and substantial interest for certain fire protection officials; and

***WHEREAS***, the Ethics Commission of the State of Missouri requires reports for any organization that has a budget of more than One Million Dollars; and

***WHEREAS***, the Wentzville Fire Protection District has a budget exceeding One Million Dollars in revenue.

***NOW, THEREFORE, BE IT RESOLVED*** by the Board of Directors of the Wentzville Fire Protection District that it adopts the following policy which establishes a procedure to disclose potential conflicts of interest and substantial interest for certain fire protection officials;

Director Houston motioned to approve, 24-06 Ethic policy and Director Grassmuck seconded. Director Houston-aye, Director Grassmuck-aye, and Director Wilson-aye.

**Officers Report:**

Chief Mosher presented the call volume. Station 1 and Station 4 are consistently the busiest stations. There were 55 more calls this month than last month. He also presented the social media statistics and picked up 45 new followers and shares, he attributes this to bond media. July was a big month. Chief Mosher discussed the Gilmore Bell contracts, indicating more clarification was given from the last discussion and that the contracts do include handling any arbitrage relating to bond proceeds, and provide for peace of mind and legal protection. Chief Mosher also provided a staffing update and discussed the overtime line item may be over at the end of the year, because of this.

Assistant Chief Scott was at a Motorola seminar.

Fire Marshal Cuddihee reported 126 commercial inspections this year date and 70 occupancy, which is down from last year. He discussed false alarm issues in a residential community in Station 4's zone. Fire Marshal is working with the community to resolve the issues.

Battalion Chief Browder provided a B-Battalion update.

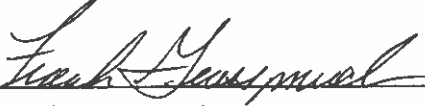
Legal Counsel McLaughlin was not present.

Shop Steward Mueller discussed staffing.

Assistant Shop Steward Notheis stated PR is going well and the committees are working on fire prevention for October.

Board Report: September 16, 2024, at 9:30 a.m.; and September 23, 2024, at 9:30 a.m. ,  
October 2, 2024 at 9:30 a.m., October 7, 2024 at 9:30 a.m., October 15, 2024 at 9:30 a.m.,  
October 24, 2024 at 4:30 p.m.

On a motion of Director Houston, seconded by Director Grassmuck, the meeting was adjourned at 5:17 p.m. Director Houston-aye, Director Grassmuck- aye, and Director Wilson- aye.

  
Frank Grassmuck, Secretary

  
Stacy Krieger, Recording Secretary