



Minutes of the Regular Meeting of the Board of Directors
of the Wentzville Fire Protection District of December 2, 2024

The Regular Meeting of the Wentzville Fire Protection District was held on December 2, 2024, at Wentzville Fire District Headquarters, 502 Luetkenhaus Blvd, Wentzville, MO 63385

Chief Mosher called the meeting to order at 9:29 a.m.

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 Assistant Chief Michael Scott, Battalion Chief Willie Meyer, Finance and HR Manager Lisa Potts, Shop Steward Max Mueller, Firefighter/Paramedic Mike Szarwinski, Legal Counsel Dan McLaughlin, and Scott Robson from Assured Partners.

Director Grassmuck motioned to amend and approve the agenda removing Approval of Bills. Director Wilson seconded it. Director Houston-aye, Director Grassmuck-aye, Director Wilson-aye.

On a motion from Director Grassmuck and a second from Director Wilson, the November 26, 2024, regular meeting minutes were approved. Director Houston-aye, Director Grassmuck-aye, and Director Wilson-aye.

Director Grassmuck motioned, and Director Wilson seconded to approve the November 26, 2024, closed meeting minutes. Director Houston-aye, Director Grassmuck-aye, and Director Wilson-aye.

Old Business:

Chief Mosher had previously presented the staff contracts for Fire Marshal, Assistant Fire Chief, and Fire Chief, along with the Memorandum of Benefits for non-contracted employees. There was no discussion. Director Grassmuck motioned to approve the staff contracts and non-contracted memo. It was seconded by Director Wilson. Director Houston-aye, Director Grassmuck-aye, and Director Wilson-aye.

New Business:

Scott Robson with Assured Partners presented the Workers' Compensation Renewal. Discussion was had regarding the premium increase. The main reason being that MEM moved from a seven-tiered pricing structure to a four-tiered pricing structure. Payroll and EMOD also play a role in increases. The group discussed strategy moving forward and more data will be presented to the Board at the end of the first quarter 2025. The Board agreed to move forward with the MEM renewal for 2025.

Chief Mosher asked to release the posting for hiring an Administrative Assistant. A timeline for actions has been created to have a new person in place in January 2025. Director Grassmuck motioned to approve the Administrative Assistant posting. It was seconded by Director Wilson. Director Houston-aye, Director Grassmuck-aye, and Director Wilson-aye.

Chief Mosher presented the Board with a contract from Creative Entourage for PR Services. The Board agreed to the three-month contract and to continue thereafter at the discretion of Chief Mosher.

Officers Report:

Chief Mosher reported that the Santa Parade this past weekend was a success again this year. He also informed the Board that the Employee Service Awards have been delivered and he plans on scheduling a recognition ceremony at an evening Board Meeting in January, 2025.

Assistant Chief Scott provided an update on the radio grant and stated that everything has been ordered. He also reported that he is working on the Division of Fire Safety Registration for State Mutual Aid. Chief Scott informed the Board that the St. Charles Co. Fire Academy would be using our facilities this week.

Fire Marshal Cuddihee was out doing inspections.

Battalion Chief Meyer reported that B-Shift was on duty this past weekend during the bad weather, and while it was a busy day for MVAs on the highways, our crews did a great job handling it. He also reminded the Board that Breakfast with Santa will be Station #1 on December 14.

Legal Counsel McLaughlin had nothing for open.

Shop Steward Mueller reported that he has been working with the International Union on GIS study data. They have a good start but MODOT just submitted their updated highways and roads, so he is now waiting on updated GIS data.

Board Report: The next board meetings are December 10, 2024, at 8:30 a.m., December 16, 2024, at 9:30 a.m., and December 23, 2024, at 9:30 a.m.

On a motion of Director Houston, seconded by Director Wilson, the meeting was suspended for Closed-Personnel at 10:26 a.m. Director Houston-aye, Director Grassmuck- aye, and Director Wilson- aye.

The board returned to the open session at 10:45 a.m. with nothing to report. Director Houston's motion, seconded by Director Wilson, adjourned the meeting. Director Houston-aye, Director Grassmuck-aye, and Director Wilson-aye.



Frank Grassmuck, Secretary



Lisa Potts, Recording Secretary