



Minutes of the Regular Meeting of the Board of Directors
of the Wentzville Fire Protection District of March 25, 2025

The Regular Meeting of the Wentzville Fire Protection District was held on March 25, 2025, at Wentzville Fire District Headquarters, 502 Luetkenhaus Blvd, Wentzville, MO 63385.

Chief Mosher called the meeting to order at 9:00 a.m.

Open Forum: One member from the public was present and did not wish to address the Board.

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

Other attendees included Assistant Chief Mike Scott, Battalion Chief Willie Meyer, Fire Marshal Chris Cuddihee, Shop Steward Max Mueller, Assistant Shop Steward Bryan Notheis, Finance & HR Manager Lisa Potts, and Administrative Assistant Shannon Beckemeyer.

Chief Mosher requested approval of the agenda. Director Houston motioned to approve the agenda. Director Grassmuck seconded it. Director Houston-aye, Director Grassmuck-aye, and Director Wilson-aye.

On a motion from Director Houston and a second from Director Grassmuck, the March 17, 2025, regular meeting minutes were approved. Director Houston-aye, Director Grassmuck-aye, and Director Wilson-aye.

On a motion from Director Houston and a second from Director Grassmuck, the March 17, 2025, closed meeting minutes were approved. Director Houston-aye, Director Grassmuck-aye, and Director Wilson-aye.

Chief Mosher requested approval of the bills. Director Houston motioned to approve the bills as presented. Director Grassmuck seconded it. Director Houston-aye, Director Grassmuck-aye, and Director Wilson-aye.

Old Business:

Chief Mosher provided a brief staffing update, noting that Captain Tommy Shine was the only member currently out of work. Except for Captain Shine, we are at full staff for the first time in over a year.

New Business:

Chief Mosher brought up a proposed easement request from the City of Wentzville and provided the Board with maps of the proposed easement location. The City is looking for better access to its sewage lift station located behind the WFPD property. The request is to use the main Station 1 road entrance and parking lot in front of the station back to the corner of the lot where the truck parking is located and pour a paved road from that corner back to the lift station. Director Houston raised concerns about the frequency of access by the City, interference with our response, wear on our parking lot, maintenance terms, and timeline. Battalion Chief Meyer asked about the road material. Fire Marshal Cuddihee stated that the access would be once a week, barring a power outage or other emergency. Chief Mosher stated that this was very preliminary, and the City was asking if we would even entertain this as an option, so there are not a lot of additional details at this time. The Board requested Chief Mosher run this past legal and then bring it back to the Board.

Chief Mosher presented Resolution 25-01, appointing Administrative Assistant Shannon Beckemeyer as the Recording Secretary. Chief Mosher read Resolution 25-01 for a first reading in the short form.

RESOLUTION 25-01

A RESOLUTION APPOINTING AND AUTHORIZING ADMINISTRATIVE ASSISTANT, SHANNON BECKEMEYER TO ACT AS THE RECORDING SECRETARY FOR THE WENTZVILLE FIRE PROTECTION DISTRICT FOR THE PURPOSE OF MAINTAINING AND AUTHENTICATING OF PUBLIC RECORDS

There was no discussion.

Chief Mosher read Resolution 25-01 for a second reading in the short form.

RESOLUTION 25-01

A RESOLUTION APPOINTING AND AUTHORIZING ADMINISTRATIVE ASSISTANT, SHANNON BECKEMEYER TO ACT AS THE RECORDING SECRETARY FOR THE WENTZVILLE FIRE PROTECTION DISTRICT FOR THE PURPOSE OF MAINTAINING AND AUTHENTICATING OF PUBLIC RECORDS

There was again no discussion.

Director Houston motioned to approve Resolution 25-01. Director Grassmuck seconded. Director Houston-aye, Director Grassmuck-aye, and Director Wilson-aye.

Officers Report:

Chief Mosher provided an update on the work comp process with MEM that is being reworked to reduce cost and get better care for our employees. We are moving from Medcore to NurseAid as well as moving to a company doctor vs. urgent care facilities for injuries. MO state law allows us to dictate what doctor we send employees to for work comp injuries. The goal is to obtain faster service and get employees back to work quicker. Chief Mosher has spoken with Dr. Webb, who looks to be a good candidate for this to help us reach these goals. Missouri Employer's Mutual provided an incident review process and sent over a proposed packet with some information. Chief Mosher is unsure of exactly what that looks like or the purpose of this, so sent the packet to legal for review. We will be working on improving incident report writing by the reporting officer and any witnesses to include more detail.

Chief Mosher reported that our PR company, Creative Entourage, has content days scheduled at each station with each shift to update our website pictures and build a b-roll gallery for social media posts.

Chief Scott reported that the St. Charles County Thermal Imaging train-the-trainer class is going on this week at WFPD Headquarters through Thursday. Chief Scott also reported that some parts of the radios from the radio grant have been delivered. Different parts are coming from different warehouses, so we expect the rest of the equipment to be delivered by the end of April. Once all parts are delivered and we have the invoices in hand, we can request the bond money from the state. Chief Scott is working on a grant through MEM with the truck committee for a new UTV. He noted that we will still be able to use the pump from the old UTV.

Fire Marshal Cuddihee reported that Fire Inspector Zeisset has been diligently working on the ER to ESO conversion, and the switchover should happen this week.

Battalion Chief Meyer reported that 9815 is currently out of service due to a rear-end axle issue, and we are waiting for a part from Sentinel. Battalion Chief Meyer noted that 9844 is also out of service due to a pump issue and is at Sentinel for repairs. We are currently down to one reserve truck. Our new reserve truck should be delivered and ready by the end of April. Battalion Chief Meyer reported that the equipment committee will be demoing 3 different extrication tools tomorrow and also noted that the high call volume due to the high winds over the last couple of weeks has finally slowed down.

Legal Counsel Dan McLaughlin was absent.

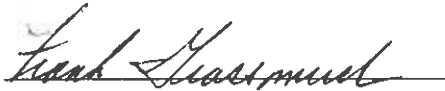
Shop Steward Max Mueller had nothing to report.

Assistant Shop Steward Bryan Notheis also spoke about the Thermal Imaging training this week led by an expert international trainer. He mentioned the possibility of the WFPD location becoming a thermal imaging training center for the county. Assistant Shop Steward Notheis also reported that Firefighter Chase Anderson is doing a great job capturing footage for social media. Chief Mosher mentioned that Chase and Shannon will continue getting any training needed to manage our social media.

There was nothing additional from the Board to report.

Chief Mosher requested to adjourn the regular meeting and go into closed session. On a motion by Director Houston and a second by Director Grassmuck, the regular meeting adjourned at 9:28 a.m. to go into closed session.

The board returned to the open session at 10:35 am 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



Shannon Beckemeyer, Recording Secretary



RESOLUTION 25-01

A RESOLUTION APPOINTING AND AUTHORIZING ADMINISTRATIVE ASSISTANT, SHANNON BECKEMEYER TO ACT AS THE RECORDING SECRETARY FOR THE WENTZVILLE FIRE PROTECTION DISTRICT FOR THE PURPOSE OF MAINTAINING AND AUTHENTICATING OF PUBLIC RECORDS

WHEREAS, the Board of Directors (the “Board”) of the Wentzville Fire Protection District (the “District”) have a statutory obligation to provide and maintain certain records for public inspection pursuant to a legally executed and presented public request in accordance with the Missouri Sunshine Law, or Section 610.010 RSMo et al. as amended (the “Statute”) in one common location known as the District Administration Building located at 502 Luetkenhaus Boulevard; and

WHEREAS, the Board of the District have a further obligation to appoint a Recording Secretary to create, preserve and legally authentic certain public records that must be maintained pursuant to the Section 610.023 of the Statute and/or any other District policy; and

WHEREAS, the Recording Secretary of the District shall execute all official documents that are required to be maintained and accessed by statute except in those circumstances authorized by statute; and

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE WENTZVILLE FIRE PROTECTION DISTRICT AS FOLLOWS:

Section 1. The Board hereby appoints and authorizes Administrative Assistant Shannon Beckemeyer to act as the Recording Secretary for the Wentzville Fire Protection District.

Section 2. It is the public policy of Wentzville Fire Protection District that meeting, records, votes, actions and deliberations of this body shall be open to the public except as provided by the provisions of Section 610.021 and other related sections of the Statute which records shall be closed as allowed by law.

Section 3. Savings Except as specifically set forth herein, nothing contained in this Resolution shall in any manner be deemed or construed to alter, modify, supersede, supplant or otherwise nullify any other Resolution or Ordinance of the District or the requirements thereof whether or not relating to or in any manner connected with the subject matter hereof.

Section 4. This Resolution 25-01 shall be in full force and effect from and after March 25, 2025.

Section 6. Enactment This Resolution 25-01, having been duly considered and voted upon by the Board of Directors of the District was duly adopted as a Resolution by Motion on March 25, 2025.

Mr Houston

Chairwoman of the Board of Directors

Frank Harrison

Secretary of the Board of Directors

