



Minutes of the Regular Meeting of the Board of Directors
Of the Wentzville Fire Protection District of June 23, 2022

The Regular Meeting of the Wentzville Fire Protection District was held on June 23, 2022, at Wentzville Fire District Headquarters, 502 Luetkenhaus Blvd, Wentzville, MO 63385 at 6:00 p.m.

Chief John Schneider called the meeting to order and led the Pledge of Allegiance.

Open Forum: No one from the public addressed the Board.

Chief Schneider called roll. Two Board Members were present Director Bob Hawkins-present, Director Jennifer Houston-absent, and Director Frank Grassmuck-present.

Also in attendance was Deputy Chief Michael Scott, Battalion Chief Joe Hutson, CPA Rick Rognan, and Auditor Keith Slusser.

Director Hawkins made a motion to approve the agenda as presented. it was seconded by Director Grassmuck. Director Hawkins-aye, Director Houston-absent, Director Grassmuck-aye.

Director Hawkins motioned, and Director Grassmuck seconded the approval of the Board Meeting Minutes of June 16, 2022, Director Hawkins-aye, Director Houston-absent, Director Grassmuck-aye.

No questions on the bills, Director Hawkins motioned, and Director Grassmuck seconded the approval of the bills. Director Hawkins-aye, Director Houston-absent, Director Grassmuck-aye.

CPA Rognan presented the proposed amended 2021 budget which is a housekeeping item for the audit. Revenues are brought to actual; expenses are only adjusted if they go over. Six categories are being adjusted, payroll taxes, building maintenance, fuel, supplies medical, COVID Cares. Debt Service is the same, professional fees were adjusted and paid out of reserve. It is CPA Rognan's recommendation to adopt amended 2021 budget. Director Grassmuck motioned to adopt 2021 amended budget as proposed, it was seconded by Director Hawkins. Director Hawkins-aye, Director Houston-absent, Director Grassmuck-aye.

The second item for the audit is to assign portions of 2021 general fund balance. Proposed \$10 million for future appropriations, assigning \$6 million for the purpose of capital equipment expenses, assigning \$2 million for the purpose of pension obligations; and assigning \$2 million for the purpose of emergency preparedness.

On a motion of Director Grassmuck and a second of Director Hawkins, the assignment of 2021 general fund reserves was approved. Director Hawkins-aye, Director Houston-absent, Director Grassmuck-aye.

CPA Rognan went over May Financials. 41.7% is the threshold, the district is at 44.57% or 2.8% over, but we are trending down. Every 1% is equal to \$153,000. CPRA Rognan stated unless something unforeseen happens the district will be under budget. He reviewed the summary of revenues and expenses, stating 98.6% of tax revenue has been collected. Building permits are down but with growth in the area should come in on target. CPA Rognan stated interest rates will be rising, but it will take a while to catch up. CPA Rognan did present MOSIP for review to the board. On the expense side a few categories are slight up, most having to do with timing. The overages that are not timing related are for fuel. Fuel is at 49.95% and expected to be over budget. Utilities, energy costs may go over as well. The categories that may go over are only 15% of the total budget CPA Rognan indicated. If the district were to spend the entire budget, there will still be 60.39% of expenses in reserve. This is up 5.28% over last year. CPA Rognan stated the district is running more calls, 511 where run in May, this is up 4% from last year. CPA Rognan commended the great leadership and great management. Director Hawkins and Grassmuck discussed the fuel overage.

Old Business:

Mr. Slusser went over the district's audit. He stated a clean opinion was given. Mr. Slusser shared permits fees were up dramatically up. Mr. Slusser reviewed the pension, stating as of December 31, 2021, the investments were doing well. He reported the district added \$65,000 in assets while \$1.4 million was depreciated. We are depreciating down the buildings and vehicles purchased through capital improvements. He commended the board for funding the pension in three years. He stated the internal controls had no material deficiency. Director Hawkins stated he is proud of getting the pension plan established. Mr. Slusser asked for approval of the audit so he can send it to the State by June 30th. Director Hawkins motioned, and Director Grassmuck seconded the approval of the 2021 District Audit. Director Hawkins-aye, Director Houston-absent, Director Grassmuck-aye.

Mr. Slusser informed the board he appreciates the Procurement Partners program and thanked Admin Assistants Potts and Krieger for always being so helpful. He informed the board when other districts ask about procedures and processes, he recommends them to contact our district as we demonstrate proper controls. Mr. Slusser commend the board and management. There was discussion regarding a deposit made to Peoples Bank on December 31, 2021. CPA Rognan's recommendation do not make investments the last week of December.

New Business:

No New Business

Officers Report:

Chief Schneider stated he has a meeting set up with the local rep from MOSIP on July 13th to discuss options.

Assistant Chief LeDoux was not present.

Deputy Chief Scott stated he will be auditing the COVID fund with Admin Assistant Potts before July 1, 2022.

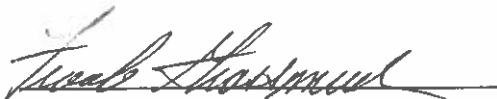
Fire Marshal Cuddihee was not present

Battalion Chief Joe Hutson provided an update on the BC Buggy indicating everything is in and Captain Kersting is handling the process. It has been striped. It will be mid-July before in service.

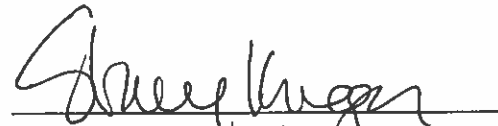
Legal Counsel McLaughlin was not present.

Shop Steward was not present.

On a motion of Director Hawkins and a second of Director Grassmuck, the meeting adjourned at 6:32 pm.
Director Hawkins-aye, Director Houston-absent, Director Grassmuck-aye.



Frank Grassmuck, Secretary



Stacy Krieger, Recording Secretary