



Minutes of the Regular Meeting of the Board of Directors
Of the Wentzville Fire Protection District of December 6, 2022

The Regular Meeting of the Wentzville Fire Protection District was held on December 6, 2022, at Wentzville Fire District Headquarters, 502 Luetkenhaus Blvd, Wentzville, MO 63385, at 11:00 a.m.

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

Open Forum: No one from the public was present at the Board.

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

Also in attendance were Assistant Chief John LeDoux, Fire Marshal Chris Cuddihee, Administrative Assistant Stacy Krieger, and CPA Rick Rognan.

Director Hawkins motioned to approve the agenda by adding an item under the old business, 2023 Engagement Letter for Rognan and Associates. Director Grassmuck seconded it. Director Hawkins-aye, Director Houston-aye, Director Grassmuck-aye.

On a motion from Director Hawkins and a second from Director Houston, the Board Meeting Minutes of December 1, 2022, were approved. Director Hawkins-aye, Director Houston-aye, Director Grassmuck-aye.

CPA Rognan presented the November Financials. The threshold 11 months in is 91.6%. The district is at 89.17% or \$372,000 under budget for 2022. Historically the district has come under budget for the past three years. CPA Rognan does not expect 2022 to be any different. Revenue collected is at 101.66%, \$135,000 more collected than in 2021. He did remind the board that revenue is slowing down and to expect to see this in 2023. CPA Rognan discussed expenses. He stated there are a few line items that will be over, gas and oil, insurance P&C only slightly over by \$67, and there is the potential for vehicle maintenance to go over. CPA Rognan indicated that by year-end, the district reserves would cover 70% of the district expenses, up 8.56% from last year. He informed the board that calls are up 10% from last year, and the district is on track to respond to 6100-6200 calls for the year.

Old Business:

CPA Rognan's engagement letter was presented. There was a request for a \$ 100-a-month increase, which was included in the preliminary budget proposal. There were no questions. On a motion of Director Hawkins and second of Director Grassmuck, the board agreed to accept Rognan & Associates' agreement for 2023. Director Hawkins-aye, Director Houston-aye, Director Grassmuck-aye.

Approval of the 2023 budget was presented. A few updates were made to the proposed budget in November, including an increase of \$15,000 for workers' compensation under the general budget and \$30,000 to the capital improvement budget for audio-visual technology. No dollar changes, but clarity was made to 9803 under capital improvements to state for iPad. Chief Schneider indicated he and Admin Assistant Potts had reviewed the numbers. He also said he would bring more information on the audio-visual request in an RFP form in January. Chief Schneider thanked everyone involved in the budget process. He said he is proud of the collaboration over the last 60-90 days. On a motion of Director Hawkins and second of Director Houston, the 2023 budget was approved. Director Hawkins-aye, Director Houston-aye, Director Grassmuck-aye.

New Business:

Chief Schneider informed the board of the meeting with Scott Robson from Assured Partners for the Property and Casualty insurance renewal. He was happy to report that there have been no claims for 2022 and that Assistant Chief LeDoux does a great job managing this aspect of the operation. Chief Schneider stated there would be a 4% increase, which was included in the 2023 budget. The umbrella policy was increased on a recommendation from legal counsel. Director Houston indicated that the rise seemed fair and reasonable. On a motion of Director Hawkins and second of Director Grassmuck, the 2023 Property and Casualty Insurance agreement was approved. Director Hawkins-aye, Director Houston-aye, Director Grassmuck-aye.

Officers' Report:

Chief Schneider discussed the workers' compensation renewal for January. He indicated there would be a significant increase and that Scott Robson will be presenting at the Planning meeting tomorrow and then coming to the board meeting on December 15th to discuss with the board. Chief Schneider stated there are not many options, and he does not see a cultural problem with workers' compensation here in the district. Chief Schneider shared with the board information regarding a notice the district received for being adjacent property to a large project coming to Foristell. He stated he and Fire Marshal Cuddihee would be attending a meeting in Foristell on January 3rd.

Assistant Chief LeDoux had nothing to report.

Deputy Chief Scott was not present. He was attending Fire Ground Survival training in St. Charles.

Fire Marshal Cuddihee reported that 251 permits had been issued and 998 commercial inspections completed, along with 543 existing business inspections.


Battalion Chief Meyer was not present.

Legal Counsel McLaughlin was not present.

Shop Steward Mueller was not present.

Chief Schneider reminded the board of Breakfast with Santa on December 10th and the next meeting will be on December 15th at 11:00 am.

Director Grassmuck motioned to adjourn the regular meeting at 11:22 am and second of Director Grassmuck. Director Hawkins-aye, Director Houston-aye, Director Grassmuck-aye.



Frank Grassmuck, Secretary



Stacy Krieger, Recording Secretary