



Minutes of the Regular Meeting of the Board of Directors  
Of The Wentzville Fire Protection District  
July 21, 2016

The Regular Meeting of the Wentzville Fire Protection District was held on July 21, 2016 at 6:00 p.m. at Fire Station 1 at 209 West Pearce Blvd, Wentzville MO 63385.

Chairwoman Houston called the meeting to order at 6:03 p.m.

Pledge of Allegiance was led by Chief Marlo.

Open Forum: No one was present.

Roll Call: Chief Marlo called roll, all Board members were present, Chairwoman Jennifer Houston, Director Frank Grassmuck and Director Bob Hawkins.

Also in attendance were Chief Mike Marlo, Assistant Chief John Schneider, Deputy Chief John LeDoux, Fire Marshal Chris Cuddihee, Battalion Chief Michael Scott, CPA Rick Rognan, and Legal Counsel Dan McLaughlin were present. Bryan Mason and Katie Corey from FGM were also present. As well as David Demien from Demien Construction, Kevin Lamb from Lamb Construction, and Mr. Layne from Layneco Construction.

Chairwoman Houston made a motion to approve the agenda as presented. It was seconded by Director Grassmuck. Chairwoman Houston-yea, Director Hawkins-yea, Director Grassmuck- yea.

On a motion of Chairwoman Houston and a second of Director Grassmuck the Regular Meeting Minutes of July 13, 2016. Chairwoman Houston-yea, Director Hawkins-yea, Director Grassmuck- yea.

Chairwoman Houston made a motion to approve the bills as submitted. The motion was seconded by Director Grassmuck. Chairwoman Houston-yea, Director Hawkins-yea, Director Grassmuck- yea.

CPA Rognan provided a preliminary schedule of events for tax rating setting. Post Board of Equalization will be out by August 29<sup>th</sup>. The documents will be prepared for a September 15 tax hearing. The rates are due to the county by October 1<sup>st</sup>. He discussed the Pre BOE numbers. Tax assessments are up 4.48%. If all hold true tax

rate would remain the same. Most growth is new construction. Debt Service, approximately .12 cents, three bonds have been issued. This is all preliminary and final numbers will be presented on September 15.

Financial report page two is the financial grid. The district is 2.47% under budget mid-year. The conservative nature of the board and administration is making this happen. He discussed the summary of revenue and expenses. The revenues are all exceeding more than budgeted. Expenses only a few are over the bench market. Timing is the reason for the overages. Bond payments are on target. CPA Rognan stated the district will most likely be issuing another bond in January 2017. He reported the cash balance has 14 months in reserves. This is double from last year. Should be at 75% what we need to spend per year. Banks both have our money secured and pledged adequately. Calls are on page 24 and are 190 ahead for first six month. CPA Rognan complimented the strong management of the district. The board was very pleased with this report.

Old Business:

Bryan Mason and Fire Marshal Cuddihee open bids for Station 1 and Administration and read as follows:

### Station 1 & Headquarters Bid Results 07/21/16

	<u>Base Bid</u>	<u>Alternate</u>	<u>Total</u>	<b>Low Bid</b>
<b>Lamb Construction</b>	\$ 5,955,600.00	\$ 420,000.00	\$ 6,375,600.00	
Demien Construction	\$ 6,225,000.00	\$ 431,000.00	\$ 6,656,000.00	
ICS	\$ 6,282,000.00	\$ 489,000.00	\$ 6,771,000.00	
Layneco Construciton	\$ 6,329,210.00	\$ 435,117.00	\$ 6,764,327.00	
Wright Construction	\$ 6,544,000.00	\$ 446,000.00	\$ 6,990,000.00	

The bids were returned to the committee and a recommendation will be made at a later meeting.

Deputy Chief LeDoux asked for approval to Release Station Alerting Bid for new stations. The documents have been reviewed and approved by Legal. The Board approved the Bid Proposal will be released on Friday July 22<sup>nd</sup>.

No New Business

Officers Report:

Chief Marlo forwarded a letter from Mr. Fairless regarding hydrant use in Flint Hill. Fire Marshal Cuddihee Legal Counsel McLaughlin and the Chief agreed the district has no position to take action and Legal will draft a letter to send. Chief Marlo also reported on the condition of the concrete driver he stated, it was his first day

released, it was a heavy rescue, he stopped by to thank everyone. Chief Marlo also stated he the crews attended a Lemonade stand to support the police and that National Night out is August 2<sup>nd</sup>.

Assistant Chief Schneider had nothing to report.

Deputy Chief LeDoux had nothing to report.

Fire Marshal Cuddihee brought up that the house on Peine will need to be hooked up to City Sewer. Fire Marshal Cuddihee was asking for advisement from the Board. Director Hawkins reiterated the need to moving forward with this. Legal Counsel stated the district would need to get at least two bids. Kevin Lamb could get several bids to have this completed as it is out of the scope of work from Lamb. The Board agreed to allow Lamb Construction to get three bids and will present to the Board at a later meeting. The floor will be poured at House 5 tomorrow. Flooring in living quarters will be laid at Station 2 next week. Committees are working on bidding out stuff for the new stations. Director Hawkins complimented Lamb Construction on Stations 2 and 5.

Battalion Chief Scott reported he has been working on the St. Charles County Fair coverage. He is also working on school fire prevention. He stated Kids Camp went well last week. He also reported the crews are at 2309 which is 239 over last year.

Legal Counsel McLaughlin reported on a resolution on how to handle Sunshine Requests. He read over the preliminary resolution for review, Chairwoman Houston suggested no name only a position. Currently the name in draft is Administration Assistant Stacy Krieger. Legal Counsel stated the naming of a specific person rather than a title is a Legal responsibility. The board will

Shop Steward Hakenewerth reported on Kids Camp stating the district has received a ton of positive feedback, it went well, that Captain Bryan Notheis put it on and did a great job. Other departments are asking about how we do it. Chief read an email received from an ecstatic parent.


Firefighter Paramedic Szarwinski showed some artist rendering, to match the trucks, going forward. Ownership will be given to each station and truck. The staff is getting ready to order in August and he would like to get approval to move forward. The Board liked the new idea and the shirts look good.

Firefighter EMT Dwyer stated he is working on trucks. Chief Marlo stated mechanically the trucks are doing well.

Captain Browder had nothing to report.

Director Grassmuck reported he received a phone call a few weeks ago, of a happy parent for one of the crews who while at the grocery truck showed her small son the truck. The Board thanked the crews for all they do.

Chairwoman Houston motioned to adjourn at 6:50 p.m. It was seconded by Director Hawkins. Chairwoman Houston-yea, Director Hawkins-yea, Director Grassmuck- yea.

  
Frank Grassmuck, Secretary

  
Stacy Krieger, Recording Secretary