



Minutes of the Regular Meeting of the Board of Directors
Of the Wentzville Fire Protection District of November 14, 2024

The Regular Meeting of the Wentzville Fire Protection District was held on November 14, 2024, at Wentzville Fire District Headquarters, 502 Luetkenhaus Blvd, Wentzville, MO 63385

Chief Mosher called the meeting to order at 1:00 p.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, Administrative Assistant Stacy Krieger, Captain Mark Dwyer, and CPA Rick Rognan.

Director Grassmuck motioned to approve the agenda as presented. 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 on November 4, 2024, the 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 4, 2024, closed meeting minutes. Director Houston-aye, Director Grassmuck-aye, and Director Wilson-aye.

CPA Rognan presented the October Financials, indicating that the benchmark is 83.3%%, and the district is 80.6%, or \$465,082, under budget. As seen in previous years, the trend is moving in the right direction. Revenues all continue to exceed budget; however, they are slowing down. Building permits are below last year; however, the district still has a lot of open ground. A few expense lines have gone over. CPA Rognan stated the surplus will continue to get tighter, but the district is in a good position.

Old Business:

No Old Business

New Business:

CPA Rognan presented the 2025 Budget draft for general, debt service, and capital. He stated that these numbers are appropriations for spending. The process was a collaboration between committee heads and management. CPA Rognan will ask for approval of the 2025 Budget on December 10, 2024.

Chief Mosher presented Revised Ordinance 20 requesting the change in candidate filing location from 209 W. Pearce to 502 Luetkenhaus Blvd.

Chief Mosher read Ordinance 20 Revised in the short version first reading:

ORDINANCE NO. 20 REVISED 11-14-2024

**AN ORDINANCE OF THE WENTZVILLE FIRE PROTECTION DISTRICT
ESTABLISHING PROCEDURES AND PROTOCOL FOR THE FILING OF
CANDIDACY FOR THE POSITION OF DIRECTOR IN THE WENTZVILLE FIRE
PROTECTION DISTRICT**

There was no discussion.

Chief Mosher read Ordinance 20 Revised in the short version for a second reading:

ORDINANCE NO. 20 REVISED 11-14-2024

**AN ORDINANCE OF THE WENTZVILLE FIRE PROTECTION DISTRICT
ESTABLISHING PROCEDURES AND PROTOCOL FOR THE FILING OF
CANDIDACY FOR THE POSITION OF DIRECTOR IN THE WENTZVILLE FIRE
PROTECTION DISTRICT**

There was no discussion.

Director Grassmuck motioned to approve Ordinance 20 Revised. Director Wilson seconded. Director Houston-aye, Director Grassmuck-aye, and Director Wilson-aye.

Chief Mosher presented Resolution 24-08, Calling to open candidacy for the April 8, 2025 Election. By approving this, the district will complete posting obligations for Seat A. Filing will open on December 10th at 8:00 a.m.

Chief Mosher read Resolution 24-08 for a first reading in the short form.

**A RESOLUTION PROVIDING FOR AN ELECTION OF A BOARD OF DIRECTOR FOR BOARD
SEAT B OF THE WENTZVILLE FIRE PROTECTION
AT THE APRIL 8, 2025, ELECTION**

There was no discussion.

Chief Mosher read Resolution 24-08 for a second reading in the short form.

**A RESOLUTION PROVIDING FOR AN ELECTION OF A BOARD OF DIRECTOR FOR BOARD
SEAT B OF THE WENTZVILLE FIRE PROTECTION
AT THE APRIL 8, 2025, ELECTION**

There was again no discussion.

Director Grassmuck motioned to approve Resolution 24-08. Director Wilson seconded. Director Houston-aye, Director Grassmuck-aye, and Director Wilson-aye.

Captain Mark Dwyer presented the board with information about purchasing a snow plow and salt spreader. Each item was to be bid separately for future plans. Three bids were received from Scott's Power Sports, Knapheide, and Swinter Group. After discussion Scott's Power Sports provided the correct format and had the lowest bid for each item. In preparation for winter, the board approved the purchase of a snow plow and a salt spreader from Scott's Power Sports.

Chief Mosher asked to release the posting for hiring a Fire Inspector. The Board agreed to release the posting. A timeline for actions has been created to have a new person in place in January 2025.

The board approved Finance and HR Manager Lisa Potts to move into the open office between the Chief and Assistant Chief.

Officers Report:

Chief Mosher presented the call volume. Station 1 and Station 4 are consistently the busiest stations. Director Wilson asked about the distributing incidents run. Stations that run more calls have a larger, more condensed population. The district will collect data and research for future land purchases to potentially alleviate some of this. Chief Mosher stated there was a Fire Prevention presentation today, which is the second to last under the new formatting and is going well. He also shared a media report, indicating it is being fine-tuned to show data relevant to how our residents and business owners participate with us. Chief Mosher also shared the fire prevention statistics. He stated things had slowed down, which was expected. The district is still in a better position than the district's to the east; our district still has a lot of open ground to develop. Chief Mosher shared a form relating to Property and Casualty Insurance with the board. The form indicates claims relating to the function of a roof would be covered, not cosmetic. This is something being seen across the insurance industry. Chief Mosher provided a staffing update to the board. He also stated that the Station Alerting installation is being finalized. He stated Dispatch hopes to be onboard by the end of the year. Chief Mosher informed the board that Dr. Andrews from Peine Elementary is being recognized and interviewed on November 22nd at 9 a.m.. He also informed the board that Charter was canceled at two stations this week.

Assistant Chief Scott reported on finishing Countywide Mutual Aid training tomorrow. He also informed the board that St. Charles County Fire Academy will use the training tower over the next few weeks to prepare for State Evaluations. Assistant Chief Scott is close to finalizing the radio grant.

Fire Marshal Cuddihee was on vacation.

Battalion Chief Meyer reported on a successful Coats for Kids drive last Saturday.

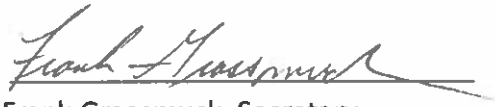
Legal Counsel McLaughlin was absent.

Shop Steward Mueller had information for the closed session.

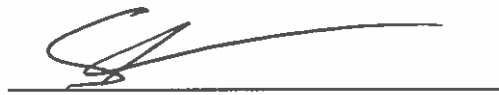
Board Report: The next board meetings are November 19, 2024, at 9:30 a.m., November 26, 2024 at 9:30 a.m., December 2, 2024, at 9:30 a.m., December 10, 2024, at 8:30 a.m., December 16, 2024, at 9:30 a.m., and December 23, 2024, at 9:30 a.m.

On a motion of Director Grassmuck, seconded by Director Wilson, the meeting was suspended for Privileged Communication at 1:53 p.m. Director Houston-aye, Director Grassmuck- aye, and Director Wilson- aye.

The board returned to the open session at 2:27 p.m. with nothing to report. Director Grassmuck's motion, seconded by Director Wilson, adjourned the meeting. Director Houston-aye, Director Grassmuck-aye, and Director Wilson-aye.



Frank Grassmuck, Secretary



Stacy Krieger, Recording Secretary

Steve Moran Fire Chief

ORDINANCE NO. 20 REVISED 11-14-2024

AN ORDINANCE OF THE WENTZVILLE FIRE PROTECTION DISTRICT ESTABLISHING PROCEDURES AND PROTOCOL FOR THE FILING OF CANDIDACY FOR THE POSITION OF DIRECTOR IN THE WENTZVILLE FIRE PROTECTION DISTRICT

WHEREAS, the Board of Directors of the Wentzville Fire Protection District ("District") desires to ensure fairness and uniformity in the process of filing as a candidate for the elected position of Director; and

WHEREAS, the board of Directors believes it to be in the best interest of the District and its residents to establish procedures and protocols for the filing of candidacy for the position of a Director.

NOW, THEREFORE, be it ordained by the Board of Directors of the Wentzville Fire Protection District of St. Charles County, Missouri, as follows:

SECTION 1. All candidates filing for the elected office of Director in the Wentzville Fire Protection District are prohibited from entering Station 1 on the opening filing date prior to the opening time for the purpose of filing a declaration of candidacy. All candidates shall enter through the front office door of Station 1, Fire District Headquarters which door identifies the address 502 Luetkenhaus Blvd., Wentzville, MO 63385.

SECTION 2. The order upon which the candidates names for the office of director will appear on the ballot will be in the same order in which they line up outside of and pass through the aforementioned front entrance of Station 1.

- A. Declarations of Candidacy filed for position of Director shall be received by the Fire Chief or his designee. The opening and closing dates for the filing of Declarations of Candidacy shall be in compliance with Section 115.127, RSMo., 1994, as amended.
- B. No candidate's name shall be certified to the County Election Authority unless the candidate has filed a written Declaration of Candidacy and paid the appropriate filing fee to the Fire Chief or his designee.
- C. Each Declaration of Candidacy shall be signed by the candidate and shall be in substantially the following form:
 - (i) I, _____, a resident of the Wentzville Fire Protection District, St. Charles County, Missouri, do announce myself as a candidate for the office of Director to be voted upon at the election to be

held on the first (1st) Tuesday in _____, 20____
and I further declare that, if elected to such office, I will qualify.

- D. All candidates filing their Declaration of Candidacy shall personally file the Declaration with the Fire Chief or his designee.

SECTION 3. At the time of filing, the nominee shall deposit with the Wentzville Fire Protection District a non-refundable filing fee in the amount of Fifty Dollars (\$50.00).

SECTION 4. Savings.

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

SECTION 5. Severability.

If any term, condition, or provision of this Ordinance shall, to any extent, be held to be invalid or unenforceable, the remainder hereof shall be valid in all other respects and continue to be effective and each and every remaining provision hereof shall be valid and shall be enforced to the fullest extent permitted by law, it being the intent of the Board of Directors that it would have enacted this Ordinance without the invalid or unenforceable provisions. In the event of a subsequent change in applicable law so that the provision which had been held invalid is no longer valid, said provision shall hereupon return to full force and effect without further action by the district and shall thereafter be binding.

SECTION 6. Effective Date.

This Ordinance shall be in full force and effect from and after its passage by the Board of Directors.

SECTION 7. Enactment.


This Ordinance No. 20 Revised, having been duly considered and voted upon by the Board of Directors of the Wentzville Fire Protection District of St. Charles County, Missouri, was duly enacted as an Ordinance of said District on November 14, 2024.



Chairwoman of the Board



Secretary of the Board



Treasurer of the Board



RESOLUTION NO. 24-08

**A RESOLUTION PROVIDING FOR AN ELECTION OF A BOARD OF DIRECTOR
FOR BOARD SEAT B OF THE WENTZVILLE FIRE PROTECTION
AT THE APRIL 8, 2025, ELECTION**

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

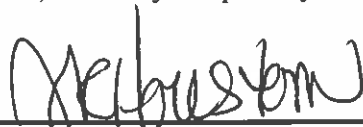
Section 1. That an election shall be held on Tuesday, April 8, 2025, by the Wentzville Fire Protection District, State of Missouri (the "District") for the purpose of electing one (1) Board Member to complete Board Seat A through April 2031.

Section 2. That any qualified person wishing to have their name on the ballot shall submit their name as a candidate to the Fire Chief or his designee no sooner than **December 10, 2024, and not later than December 31, 2024**, in accordance with Ordinance 20 of the District and Section 321.210 RSMo., with any conflict between Ordinance 20 and Section 321.210 RSMo. Being resolved in favor of Section 321.210 RSMo.

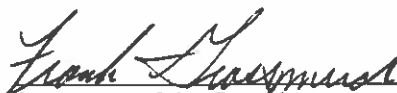
Section 3. Notice of the election, qualification of the Directors, and direction for declaring candidacy are approved and directed to be posted.

Section 7. 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 8. Enactment This Resolution 24-08, having been duly considered and voted upon by the Board of Directors of the District, was duly adopted by Motion on November 14, 2024.



Chairwoman of the Board



Secretary of the Board



Treasurer of the Board

Public Notice
Notice of Election
April 8, 2025

The Wentzville Fire Protection District will elect one (1) candidate for Director; to complete Board Seat A until April 2031. The district will begin accepting candidate forms from interested candidates on December 10, 2024, at 8:00 a.m. to 4:00 p.m. It will continue each day during normal business hours 7:30 a.m. to 4 p.m. and until 5:00 p.m. on December 31, 2024 (the day filing closes). The completed candidate forms shall be filed at the Fire District Headquarters, 502 Luetkenhaus Blvd. Wentzville, MO. Candidates will not have access to the Administrative Office before opening at 8:00 a.m. on December 10, 2024. Candidates must enter through the front door of the Administrative Office. Each candidate must personally appear to file and pay a \$50.00 filing. The office will be closed on 12/24/2024 and 12/25/2024.