



Minutes of the Regular Meeting of the Board of Directors
Of the Wentzville Fire Protection District of December 10, 2024

The Regular Meeting of the Wentzville Fire Protection District was held on December 10, 2024, at Wentzville Fire District Headquarters, 502 Luetkenhaus Blvd, Wentzville, MO 63385

Chief Mosher called the meeting to order at 8:30 a.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 Fire Marshal Chris Cuddihee, Finance and HR Manager Lisa Potts, Shop Steward Max Mueller, and CPA Rick Rognan.

Director Houston motioned to approve the agenda with the amendment to add Rognan & Associates 2025 Engagement Letter to New Business. Director Grassmuck seconded it. Director Houston-aye, Director Grassmuck-aye, Director Wilson-aye.

On a motion from Director Houston and a second from Director Wilson the December 2, 2024, regular meeting minutes were approved. Director Houston-aye, Director Grassmuck-aye, and Director Wilson-aye.

Director Houston motioned, and Director Grassmuck seconded to approve the December 2, 2024, closed meeting minutes. Director Houston-aye, Director Grassmuck-aye, and Director Wilson-aye.

CPA Rognan presented the November Financials, indicating that the benchmark is 91.6%, and the district is at 90.68%, or \$160,253 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:

There was no discussion on the 2025 budget, and on a motion from Director Houston and a second from Director Wilson; the 2025 budget was approved. Director Houston- aye, Director Grassmuck-aye, Director Wilson-aye.

New Business:

The engagement letter for the 2025 calendar year for CPA services was presented. CPA Rognan stated the only difference in the letter was a request Director Houston motioned to approve the \$100 increase for 2025. Director Grassmuck seconded. Director Houston- aye, Director Grassmuck-aye, Director Wilson-aye.

Officers Report:

Chief Mosher gave an update on the Fire Inspector and Administrative Assistant job postings. He notified the Board that the interviews are scheduled for tomorrow, and he will provide an update following.

Assistant Chief Scott was absent.

Fire Marshal Cuddihee had nothing to report.

Battalion Chief Hutson was out on a call.


Legal Counsel McLaughlin was absent.

Shop Steward Mueller had nothing to report.

Board Report: The next board meetings are December 17, 2024, at 9:30 a.m., and December 23, 2024, at 9:30 a.m.

On a motion of Director Houston, seconded by Director Wilson, the meeting was suspended for Personnel at 8:52 a.m. Director Houston-aye, Director Grassmuck- aye, and Director Wilson-aye.

The board returned to the open session at 9:15 a.m. 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


Lisa Potts, Recording Secretary