



Minutes of the Regular Meeting of the Board of Directors
Of The Wentzville Fire Protection District of November 8, 2018

The Regular Meeting of the Wentzville Fire Protection District was held on November 8, 2018 at Station 1 at 502 Luetkenhaus Blvd., Wentzville, MO 63385.

Retiring Chief Marlo called the meeting to order at 6:00 p.m.

Open Forum: No one was present.

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

Also in attendance were Retiring Chief Mike Marlo, Chief John Schneider, Assistant Chief John LeDoux, Fire Marshal Chris Cuddihee, and Shop Steward Max Mueller, as well as CPA Rick Rognan.

Chairwoman Houston made a motion to approve the agenda; it was seconded by Director Grassmuck. Chairwoman Houston-aye, Director Hawkins-aye, Director Grassmuck-aye.

Chairwoman Houston motioned to approve the open meeting minutes of November 1, 2018; it was seconded by Director Grassmuck. Chairwoman Houston-aye, Director Hawkins-aye, Director Grassmuck-aye.

Chairwoman Houston motioned to approve the closed meeting minutes of October 25, 2018 and November 1, 2018; it was seconded by Director Grassmuck. Chairwoman Houston-aye, Director Hawkins-aye, Director Grassmuck-aye.

On a motion of Chairwoman Houston and a second of Director Grassmuck, the bills were approved as presented. Chairwoman Houston-aye, Director Hawkins-aye, Director Grassmuck-aye.

CPA Rognan congratulated the District for moving up to an Aa1 rating which is the second highest rating available. There is only one Fire District and one Ambulance District in Missouri with the highest rating of Aaa, and five total in the U.S. CPA Rognan presented the October Financials indicating the District is currently 5.64% under budget. This is approximately \$649,000 under budget. CPA Rognan stated as trends have been running he believes barring nothing unusual the district will be around \$600,000 under budget. He commended the

management and committee efforts for outstanding financial leadership. CPA Rognan provided a summary of revenue and expenses and stated there are only a few categories to be watched. The district currently has over one year of cash in reserve. This is outstanding considering in 2014 there was only 38 days. CPA Rognan explained permits issued are slightly down from last year, however the revenue is up. Call volume is 393 calls to date. CPA Rognan suggested remaining conservative.

Old Business:

No Old Business

New Business:

CPA Rognan presented the Board with the draft budget for 2019. He asked the Board to review for approval at the December 13th Board Meeting. CPA Rognan shared this budget proposal is extremely conservative and a collaborated effort. He went line by line highlighting an increase in revenue of \$716,390, based on factors such as an increase in interest rates and more in permit revenue. He also stated salaries and wages will increase by \$33,971 which is all contractual through 2021. There is a recommendation to decrease Building Maintenance by \$25,000. There is a line item added for Computer Services – IT Technology in the amount of \$56,648. The Health and Safety line item is being increased by \$11,890 for physicals and EAP. Dues and subscriptions has a recommendation to decrease by \$3,250. Equipment and Uniform Maintenance was decreased by \$4,600. Gasoline and oil has increased by \$12,000. Employee Insurance will have an increase of \$24,594. General Liability Insurance will show a decrease of \$5,000. Professional Fees was decreased by \$22,400. Part of this decrease is due to moving Computer Services out of this category. Public Relations/Public Education was decreased by \$7,500. Employee Pension was increased by \$164,614. Medical supplies were decreased by \$600. Building Utilities were decreased by \$3,204. Vehicle Maintenance was increased by \$5,000. Overall the 2019 spending is \$678,025 over last year, but the revenue has increased by \$716,390. There will still be more money going into reserves at the end of 2019. CPA Rognan discussed the Bond Retirement indicating there is a decrease in tax revenue due to the lowering of the tax rate. Expenses are going up \$144,644, but even with lowering the tax rate, we are able to cover these expenses. With regard to General Bond/Capital, CPA Rognan pointed out the budget is significantly less in 2019, down by \$396,345.

Officers Report:

Retiring Chief Marlo had nothing to report.

Chief Schneider thanked everyone for their help with the Open House on 11/3/18. We had a very good turnout despite the chilly weather. He estimated between 600-700 people attended. Chief Schneider also reported on our invitation to participate in a study relating to road construction and design of the S. Pointe Prairie and Hwy N area. He will continue to attend these meetings and update the Board.

Assistant Chief LeDoux reported the crews are still working on the Countywide Mutual Aid Training and doing a good job. Chief LeDoux also reported that Battalion Chief Mike Scott gave him information that they will begin grading on 11/19/18 at Wentzville North Outer Road and David H Parkway and there will be detour.

Fire Marshal Cuddihee reported permits are continually coming in for approval. We are still experiencing good growth.

Battalion Chief Scott was out on a call.


Legal Counsel McLaughlin was not present.

Shop Steward Max Mueller thanked the Board for approving and signing the CBA.

Chief Schneider reported on upcoming Community events. This Sunday, there will be a Veteran's Day Event at Station #1 where they will sell BBQ and take donations to make Patriot Packages. Chief Schneider also reported that we will be having our Coats for Kids distribution with the Wentzville School District on the 11/17 from 9:00 – 11:00.

Chairwoman Houston motioned to suspend the Regular Meeting for Closed Session for Privileged Communications at 6:40 p.m.; the motion was seconded by Director Grassmuck. Chairwoman Houston-aye, Director Hawkins-aye, Director Grassmuck-aye.

The board returned to open session and adjourned at 7:00 p.m. on a motion of Chairwoman Houston and a second of Director Grassmuck. Chairwoman Houston-aye, Director Hawkins-aye, Director Grassmuck-aye.


Frank Grassmuck, Secretary


Lisa Potts, Recording Secretary