



Minutes of the Regular Meeting of the Board of Directors
Of The Wentzville Fire Protection District of December 13, 2018

The Regular Meeting of the Wentzville Fire Protection District was held on December 13, 2018 at Station 1 at 502 Luetkenhaus Blvd., Wentzville, MO 63385.

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

Open Forum: No one was present.

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

Also in attendance were Chief John Schneider, Assistant Chief John LeDoux, Shop Steward Max Mueller, Captain Mark Dwyer, Firefighter Jason Skillman, and Firefighter Paramedic Mike Szarwinski. CPA Rick Rognan was also present.

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

Chairwoman Houston motioned to approve the open meeting minutes of December 6, 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 December 6, 2018; it was seconded by Director Hawkins. 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 presented the November Financial Statement stating all good news. This is the 11th month and the threshold is 91.60 the district is at 86.89. Currently the district is \$542,270 under budget. With these numbers, the district is trending to be under budget again for the year. CPA Rognan discussed the summary page with revenue and expenses. All revenue categories are over projected numbers. This shows the very conservative nature of this district when budgeting. There are a few items on expense a few are over budget. Gas and Oil is one the line items that will be over. Most will be fine, but if we are over only by a few dollars if

they do go over. CPA Rognan stated the district should anticipate \$11 million or more in reserve at the end of year. Currently we have one year of expenses in reserve. CPA Rognan commended everyone stating phenomenal job. His recommendation is to continue to be conservative. He attributes the good news to great leadership and great management.

Old Business:

The proposed budget for 2019 was presented to the Board several weeks ago. Three minor changes have been made since. Those changes are an addition to IT of \$3600, a slight reduction in Insurance P&C and a slight increase in Professional fees. CPA requests approving budget as presented. Revenue categories are conservative. The Board agreed to the Approve the 2019 Budget through Resolution 18-06.

Chairwoman Houston motioned to read Resolution 18-06 for a first reading it was seconded by Director Grassmuck. Chairwoman Houston-aye, Director Hawkins-aye, Director Grassmuck-aye.

Chief Schneider Read:

WHEREAS, the Wentzville Fire Protection District, as required by the Revised Statues of Missouri, must establish an annual budget for each year of operation.

WHEREAS, The Board of Directors of the Wentzville Fire Protection District has reviewed the proposed annual budget of the Wentzville Fire Protection District for the year 2019; and

WHEREAS, the Board of Directors of the Wentzville Fire Protection District caused to be prepared, such 2019 annual budget to reflect the estimated (budgeted) revenues and estimated (budgeted expenditures of the District, as required by Revised Statues of Missouri.

No discussion. Chairwoman Houston motioned to read Resolution 18-06 for a second reading. Director Grassmuck seconded. Chairwoman Houston-aye, Director Hawkins-aye, Director Grassmuck-aye.

Chief Schneider Read:

WHEREAS, the Wentzville Fire Protection District, as required by the Revised Statues of Missouri, must establish an annual budget for each year of operation.

WHEREAS, The Board of Directors of the Wentzville Fire Protection District has reviewed the proposed annual budget of the Wentzville Fire Protection District for the year 2019; and

WHEREAS, the Board of Directors of the Wentzville Fire Protection District caused to be prepared, such 2019 annual budget to reflect the estimated (budgeted) revenues and estimated (budgeted expenditures of the District, as required by Revised Statues of Missouri.

There was no discussion. Chairwoman Houston motioned to adopt Resolution 18-06. Motion was seconded by Director Hawkins. Chairwoman Houston-aye, Director Hawkins-aye, Director Grassmuck-aye

New Business:

The sale of the property at 209 W. Pearce is scheduled to be finalized next week. The title company is asking for documentation to authorize the Fire Chief to sign the closing documents. The closing will be next Thursday at 10:30 a.m. Legal Counsel McLaughlin has prepared Resolution 18-07 to authorize Fire Chief Schneider to sign the closing documents.

Chairwoman Houston motioned to read Resolution 18-07 for the first reading. It was seconded by Director Grassmuck. Chairwoman Houston-aye, Director Hawkins-aye, Director Grassmuck-aye

Chief Schneider Read:

A RESOLUTION AUTHORIZING THE CHAIRWOMAN OF THE BOARD OF THE BOARD OF DIRECTORS OF THE WENTZVILLE FIRE PROTECTION DISTRICT OR FIRE CHIEF TO EXECUTE ALL DOCUMENTS NECESSARY TO SELL THE PROPERTY LOCATED AT 209 WEST PEARCE BLVD., WENTZVILLE, MISSOURI 63385

There was no discussion. Chairwoman Houston motioned to read Resolution 18-07 for a second reading. The motion was seconded by Director Grassmuck. Chairwoman Houston-aye, Director Hawkins-aye, Director Grassmuck-aye

Chief Schneider Read:

A RESOLUTION AUTHORIZING THE CHAIRWOMAN OF THE BOARD OF THE BOARD OF DIRECTORS OF THE WENTZVILLE FIRE PROTECTION DISTRICT OR FIRE CHIEF TO EXECUTE ALL DOCUMENTS NECESSARY TO SELL THE PROPERTY LOCATED AT 209 WEST PEARCE BLVD., WENTZVILLE, MISSOURI 63385

There was no discussion. Chairwoman Houston motioned to adopt Resolution 18-07 allowing the Fire Chief to sign documents pertaining to the sale of the property at 209 W. Pearce. Boulevard. The motion was seconded by Director Grassmuck. Chairwoman Houston-aye, Director Hawkins-aye, Director Grassmuck-aye

Officers Report:

Chief Schneider stated: Chaplain Phil will have a new report in January. Talked to the school district about sharing data is moving forward. The firm has agreed to the concept of working with the district and the school district. Chief Schneider stated we own the Best of St Charles County Fire District. They are having their

celebration tonight at the Foundry Art Center. Chief Schneider stated Mike Scott and crew from Station 1 went with Santa to the family who lost their child this summer by the ice cream truck.

Assistant Chief LeDoux reported the crews are winding up the year of training. Burn class from SSM was here this month. The training Captains and BC put together Thermal Imaging and hose work this month. Assistant Chief LeDoux also discussed the Korean Contingency the district agreed to this past spring stating one of their Chiefs has come to meet with him and Chief Schneider and Fire Marshal Cuddihee to see what our people do. Assistant Chief LeDoux also stated MODOT used our facility regarding the Hwy N improvements coming.

Fire Marshal Cuddihee was not present.

Battalion Chief Scott was not present.

Legal Counsel McLaughlin was not present.


Shop Steward Max Mueller wished the Board a Merry Christmas.

Committee Report: Firefighter Paramedic M. Szarwinski reported on Breakfast with Santa this Saturday 12/15/18 from 8-11 at Station 1. There will be breakfast from Chris' Cakes and a picture with Santa.

The Board has decided to change the meeting next week to Wednesday December 19th at 9:00 a.m.

Chairwoman Houston motioned to suspend the Regular Meeting for Closed Session for Privileged Communications at 6:25 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 6:50 p.m. on a motion of Chairwoman Houston and a second of Director Hawkins. Chairwoman Houston-aye, Director Hawkins-aye, Director Grassmuck-aye.


Frank Grassmuck, Secretary


Stacy Krieger, Recording Secretary