



Minutes of the Regular Meeting of the Board of Directors
Of the Wentzville Fire Protection District of November 19, 2020

The Regular Meeting of the Wentzville Fire Protection District was held on November 19, 2020 was held via video conferencing due to COVID-19 pandemic and current CDC restrictions.

Chief Schneider called the meeting to order at 5:00 p.m. and led the pledge of allegiance.

Open Forum: No one from the public was present.

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

Also, in attendance were Assistant Chief John LeDoux, Fire Marshal Chris Cuddihee, Battalion Chief Joe Hutson, Shop Steward Max Mueller, Administrative Assistant Stacy Krieger, and CPA Rick Rognan.

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

Director Hawkins motioned to approve the regular meeting minutes of November 12, 2020; the motion was seconded by Director Houston. Director Hawkins-aye, Director Houston-aye, Director Grassmuck-aye.

There was no discussion on the bills. Director Hawkins motioned to the approves as presented. Director Grassmuck seconded. Director Hawkins-aye, Director Houston-aye, Director Grassmuck-aye.

CPA Rognan presented the October Financials. District benchmark is 83.30%, the district is 81.92% or 1.38% under budget. This is \$184,580 in dollars. 2020 has been an unusual year between now and December the district should be under budget. He stated the district should make the revenue mark for tax revenue and is doing well for permitting. Despite the pandemic building is still strong. Interest should make the mark but there has been a significant drop in rates. On the expense side there are a few lines over, OT is one which was not predictable because of the pandemic and COVID exposures, the increase in OT increases payroll taxes which are cohesive categories. Building maintenance and cleaning supplies is slightly over the benchmark, but due to all the extra sanitizing the district is still in good shape. Insurance P&C will be on target as this is paid early in the year. CPA Rognan estimates pension employee to make the mark at the end of the year. He stated supplies medical may be slightly over, again could have never predicted the pandemic. CPA Rognan

discussed the capital projects indicating the cash in this account should hold us until 2024. The district has approximately 68% of expenses in reserve. He stated the banks ratings are good. Permitting is positive even through the pandemic. Call volume is down slightly. Director Houston discussed the medical supplies and her surprise the line item will not go over more.

Old Business:

Review and approval of 2021 Healthcare. Last week Kevin Cunneen from HM presented the board several options for 2021 Healthcare. The renewal quote of our current carrier UHC was significantly higher. Several options were presented between UHC and Anthem, the only two carriers to quote our district. The committees have reviewed the options, and the board had made a request to Anthem to eliminate the need to purchase life insurance as a stipulation to renew for two years. Anthem agreed to the request offering a two-year agreement without the purchase of life insurance. This is the closest plan to what the district currently has. Therefore, on a motion of Director Hawkins and second of Director Houston the board unanimously agreed to move to Anthem for 2021 and 2022 calendar years. Director Hawkins-aye, Director Houston-aye, Director Grassmuck-aye.

New Business:

CPA Rognan presented the 2021 Budget. He indicated there is always great participation at these budget meetings and the committee heads and chiefs do a fine job with accountability. Chief Schneider stated the last couple of years have allowed the district to have a realistic approach to the budget, again this goes back to the accountability of the committee heads and cooperation of the district members. CPA Rognan showed a 5.04% increase in tax revenue for 2021 and being conservative with building permits. He informed the board all other revenue categories are significantly less than previous years. In the expense categories he went line by line indicating increases to salaries and wages, payroll taxes, employee health as was seen from the health care renewal discussion, as well as building maintenance but then stated many categories have reduced their budgets for 2021, those are IT, health and safety, uniforms and equipment, fuel, office supplies, public fire education, vehicle maintenance and utilities. Training, dues, and subscriptions all remained the same. There was discussion regarding pension contributions for 2021 and this will further be discussed after talks with the actuary. The contribution amounts are being held for the 2021 budget. Director Hawkins inquired about the district reserves. Chief Schneider stated he has had discussions with CPA Rognan and Auditor Keith Slusser regarding reserves for a district of our size. As the budget allocations sit for this presentation, the district would have 50% of expenses in reserve. Director Houston and Director Hawkins both commented on the how this is a considerable as six years ago there was 36 days in reserve. Director Houston also expressed concern for the allocation for medical supplies, she does not want to see this line item shorted if this pandemic continues. Chief Schneider indicated Captain Boggs is comfortable with the allocation. She also discussed allocations for CPA Rognan as compared to Legal Counsel. This will be discussed prior to approval of the presented budget. CPA Rognan stated this presentation are all appropriations and nothing has been

authorized to spend. CPA Rognan reminded the board they approved to reduce debt service by a penny in September, and the lowered approved rate still allows to pay off debt. There was discussion regarding capital spending. The cash balance of the capital needs to last four more years. The board was pleased with the work done on the budget presentation. CPA Rognan would like approval at December 10th's board meeting.

Officers Report:

Chief Schneider thanked everyone for their support during his time away. Chief Schneider made a recommendation to the board regarding COVID sick leave and asked that this be a separate category within sick leave as many did not have an option for being sent home. Chief Schneider stated he spoke with Legal Counsel regarding this recommendation and he was fine with it. Director Hawkins stated if it does not cause a financial burden to the district, he was good with it. All board members agreed as well.

Assistant Chief LeDoux reported on the COVID staffing and stated by the end of the weekend, staffing levels will be back up. He stated he has a lot to catch up on and Deputy Chief Scott did a great job while he was out.

Deputy Chief Scott was not present however Assistant Chief LeDoux reported DC Scott was able to order four more UV lights and two replacement bulbs from the MEM grant the district received. According to Chief Schneider MEM has now discontinued this program. Assistant Chief LeDoux also stated the CARES Act money should be issued soon as well. The supply PPE has been approved; they are waiting on IRS rulings for the personnel.

Fire Marshal Cuddihee stated he and Inspector Mosher have been conducting virtual inspections when possible. He is working with Wentzville Planning & Zoning on another project for the Logistic Center. He also stated GM is moving forward with body shop.

Battalion Chief Hutson stated the crews were busy today assisting neighboring districts with brush fires. He also reported the Battalion Chiefs are working on year items. Battalion Chief Huston stated crews are keeping to themselves and social distancing within the stations while keeping them sanitized.

Legal Counsel McLaughlin was not present.

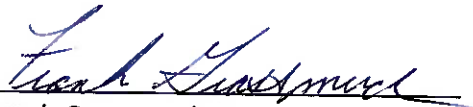
Shop Steward Mueller had nothing to report.

No Committee Report

Director Hawkins inquired about the smell along 40/61 and was told the EPA and the City have been working on it and the district has received several calls on it. Director Houston thanked the benefits committee and labor management for the work on the health care and appreciates their financial responsibility. She also

thanked Deputy Chief Scott, the BCs, and Shop Steward Mueller for keeping the district moving forward during these crazy times.

On a motion of Director Hawkins and a second of Director Grassmuck the regular meeting was adjourned at 6:03 p.m. Director Hawkins-aye, Director Houston-aye, Director Grassmuck-aye.


Frank Grassmuck, Secretary


Stacy Krieger, Recording Secretary