



Minutes of the Regular Meeting of the Board of Directors  
Of the Wentzville Fire Protection District of February 18, 2021

The Regular Meeting of the Wentzville Fire Protection District was held on February 18, 2021 was held via video conferencing due to COVID-19 pandemic and current CDC restrictions.

Chief Schneider called the meeting to order at 6:00 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, Deputy Chief Michael Scott, Fire Marshal Chris Cuddihee, Shop Steward Max Mueller as well as CPA Rick Rognan.

Director Hawkins made a motion to approve the agenda; 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 February 8, 2021; the motion was seconded by Director Houston. Director Hawkins-aye, Director Houston-aye, Director Grassmuck-aye.

There was no discussion on the bills and on a motion of Director Hawkins and a second of Director Grassmuck the bills were approved. Director Hawkins-aye, Director Houston-aye, Director Grassmuck-aye.

CPA Rognan provided the January 2021 Financials. There was discussion on being over budget more than historically over from previous years. It was explained a contribution was made to the Defined Benefit plan, which was budgeted as well as the normal prepayments for the year like insurance, IT, HSA. Chief Schneider stated he and Administrative Assistant Potts reviewed the overage and if stated if the DB funding was backed out the district would have come in slightly lower than January 2020. CPA Rognan stated revenues collected are at 92.72%, of what is budgeted, and Fire Prevention is at 54.40% of budget on permits. CPA Rognan stated our district is fortunate in that there is area for growth. Many districts are seeing commercial/growth slowing down. CPA Rognan stated by end of the year we should be under budget again. Director Houston asked about the upfront payment to Feathershark and the discount offered for full payment. Chief Schneider stated the discount was offered for 2021 however, with low interest rates will not be an option in the future. CPA Rognan went over the cash balances and estimates \$9.2 million in reserve at year end if the district stays the course. This is 64% of expenses, and down from last year due to funding the DB plan. CPA Rognan discussed

the calls for the district indicating the district has run 401 calls in January of 2021, this is 4% lower than January 2020. CPA Rognan's recommendation to the board is to stay conservative, continue to do what the district is doing.

**Old Business:**

No Old Business

**New Business:**

Deputy Chief LeDoux discussed service contracts that were put out three years ago and have been updating specs on RFP for Fire Alarm testing and service, Electric Repair, Fire Extinguisher PM, Fire Sprinkler test and PM, Garage Door PM and repair, Cleaning, Generator PM-Repair, HVAC PM-Repair, Lawn Sprinkler PM-Repair, Lawn and Landscaping Care, Pest Control, and Plumbing Repair. He would like to get out ASAP and back on the March 18<sup>th</sup> and to have recommendation to board on March 25<sup>th</sup>. Assistant Chief Ledoux stated he is waiting for Legal Counsel to review and then they can be put out. Board agreed once Legal Counsel has reviewed, they can be released to the public.

Chief Schneider gave an overview on the need for approval of a 2022 suburban. Stating this is a replacement for 9806 and was budgeted for last year in capital improvements but due to COVID it was delayed. Captain Kersting and Captain Dwyer are working with Battalion Chief Joe Hutson on this project currently. Chief Schneider stated a State Bid came in \$43,114, and it will be several months before it would be received. Director Hawkins asked about budget and was informed this is 1/3<sup>rd</sup> of what was budgeted for vehicles. Director Grassmuck asked the age of the current suburban which is a 2015 and was told it will be kept as a backup. Director Hawkins stated as long as it was budgeted for, he is good with the purchase. Director Hawkins motioned to approved new vehicle for Battalion Chief. Seconded by Director Houston. Director Hawkins-aye, Director Houston-aye, Director Grassmuck-aye.

**Officers Report:**

Chief Schneider reported the district received its new EMRA for EMS license, this was the first renewal and is good for another five years renewal. He stated he, Chris Boggs, and John LeDoux sat in an audit with the State and stated it went well. The auditor was pleased with the organization of our department.

Assistant Chief LeDoux reported on COVID staffing. Several people have received second shot.

Deputy Chief Scott informed the board the MEM reimbursement is in process and the AFG for equipment was submitted.

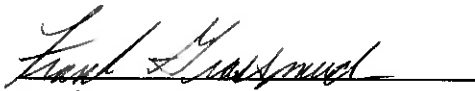
Fire Marshal Cuddihee reported another preliminary housing development of 240 units coming to Lake Saint Louis but is in our fire district.

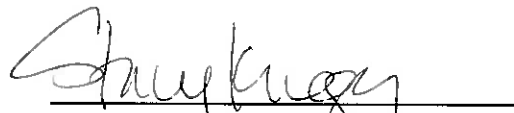
Battalion Chief Browder was not present.

Legal Counsel McLaughlin was not present.

Shop Steward thanked Chris Boggs for the district's EMS relicensing process and was happy to hear the progress of the vaccines.

Director Grassmuck motioned to adjourn the regular meeting at 6:16 p.m. The motion was seconded by Director Houston. Director Hawkins-aye, Director Houston-aye, Director Grassmuck-aye.

  
Frank Grassmuck, Secretary

  
Stacy Krieger, Recording Secretary