

MCHENRY TOWNSHIP FIRE PROTECTION DISTRICT
BOARD OF TRUSTEES
REGULAR MEETING MINUTES
3610 WEST ELM STREET, MCHENRY, IL 60050
THURSDAY, NOVEMBER 21, 2019

- I. Regular Meeting was called to order at 6:30 p.m. for the swearing in ceremony of firefighters coming off of probation.
- II. Roll Call - *Trustee Meyer, Trustee Bennett, Trustee Justen and Trustee Schaefer were present. Trustee Miller was absent.*

Chief Huemann introduced the Trustees, MTFPD staff and firefighters present. Each candidate introduced themselves and their family members and mentors that were in attendance. Trustee Meyer swore in the new members and each newly sworn member was pinned by a family member or a friend. Chaplain Mike Hein gave a blessing over the newly sworn.

The meeting recessed at 6:50 p.m. so those in attendance could move to the dayroom for a cake and coffee celebration.

The meeting was called back to order at 7:00 p.m. Trustees Meyer, Bennett, Justen and Schaefer were all present.

- III. There was no public comment.
- IV. Approval of Regular Meeting Minutes – October 17, 2019
Motion to Approve Minutes of the October 17, 2019 Regular Board meeting – Trustee Bennett. Second – Trustee Justen. On a voice vote, all ayes. Motion passed 4–0.

Approval of Special Board of Trustees Meeting Minutes – November 7, 2019
Motion to Approve Minutes of the November 7, 2019 Special Board meeting – Trustee Bennett. Second – Trustee Justen. On a voice vote, all ayes. Motion passed 4–0.

- V. Treasurer’s Report for the month of October
- a. Revenue was reviewed. Bank account evaluations were provided and Trustee Bennett reviewed the report for the Board. Discussion included that the calls for service continue to increase but the collections of fees for ambulance transports are down because the billing information has been problematic from the hospital to get to Andres Medical Billing.

b. Financial Statements for the month of October were placed on file with the District.

c. Accounts Payable/Payroll Approval

• Accounts Payable	\$222,884.28
• Payroll	\$456,564.89
• Grand Total	\$679,449.17

*Motion to Approve Accounts Payable – Trustee Bennett. Second – Trustee Schaefer.
Roll Call: Trustee Meyer – aye, Trustee Schaefer – aye, Trustee Justen – aye, Trustee Bennett – aye. Motion passed 4 to 0.*

- d. Banking Considerations
The direction letter to Joe Busch was signed.

VI. Chief's Report

- a. Staff Reports

Operations: Deputy Chief Spraker distributed the Special Response Team Annual Report. Deputy Chief Spraker also reviewed the October calls including the frequent calls, average response time and auto and mutual aid. Staffing was reviewed including one shift that ran short. The Knox Box system was reviewed and a new purchase by the ETSB called Rave 911 that allows a person to record medical information will be coming forward soon.

Deputy Chief Spraker also reviewed the Municipal Compliance Report that is required for pension to submit to the Board prior to adoption of the levy.

Also reviewed was correspondence from McHenry Board of Review and the IL GEMT newspaper article.

Training: Training information from October was presented in the Board packet.

Fire Prevention Bureau: Fire Prevention Bureau activities were included in the Board packet.

Public Education: Public Education activities were included in the Board packet.

- b. Chief Huemann announced he has been working with Studio 222 to get the bid out by the end of the year for the Station 1 parking lot. Staff continues to work with neighbors for the drainage easement.

Chief Huemann also gave an update on the status of the planning for the bunk room at St. 1 including meeting with the architect and McHenry city officials for information regarding installing an elevator to enable using the 1,100 square feet of storage on the second floor and locations for the BC office. It was expected that drawings would be available by the December meeting.

- c. Chief Huemann updated the Board on the status of the Village of Johnsburg, James C. Bush School TIF including that he attended the public hearing and the property has not sold yet.
- d. Deputy Chief Spraker gave an update from the Pension Meeting held on November 20 including that the fund is doing well. Deputy Chief Spraker also reviewed the recent pension consolidation bill that passed during the Illinois General Assembly veto session. At this time, there are more questions than answers concerning the legislation and how it will affect the MTFPD. More information will be coming as the process continues to move forward.
- e. Chief Huemann reviewed that the strategic plan provides that the Board review the staffing plan for Station 6 every six months and the Chief recommended that the Board take no action at this time.
- f. Deputy Chief Horist reported that 16 conditional offers were given to potential new part-time firefighters and the target date for them to begin is December 16, 2019.

- g. Deputy Chief Horist also announced that the hiring information went out for the career lieutenant positions. He briefly reviewed there are preference points for residency but no residency requirement.
- h. Correspondence and media coverage included in the Board packet were reviewed earlier.
- i. There was a review of the future items calendar including items coming forward in December for Board consideration.

VII. Action Items

- a. Insurance renewals for the MTFPD were reviewed.
Health insurance proposal for renewal had a decrease of 1% for the cost.
Motion to recommend approval for the health insurance policy as presented – Trustee Schaefer. Second – Trustee Justen. Roll Call: Trustee Meyer – aye, Trustee Schaefer – aye, Trustee Justen – aye, Trustee Bennett – aye. Motion passed 4 to 0.

The policy for workers comp insurance went up. The premium is tied to wages and includes a grant of \$23,532.

Motion to renew the workers comp insurance as presented – Trustee Schaefer. Second – Trustee Justen. Roll Call: Trustee Meyer – aye, Trustee Schaefer – aye, Trustee Justen – aye, Trustee Bennett – aye. Motion passed 4 to 0.

The Flex Card and HRA were discussed and staff recommended renewal.

Motion to renew the Flex Card and HRA as presented – Trustee Schaefer. Second – Trustee Bennett. Roll Call: Trustee Meyer – aye, Trustee Schaefer – aye, Trustee Justen – aye, Trustee Bennett – aye. Motion passed 4 to 0.

Discussion also included that the MTFPD is in compliance with the Affordable Health Care Act.

- b. Ordinance No. 2019-05 Tax Levy 2019 was presented. It is due by the last Tuesday in December 2019. Discussion included that when the extension is not more than 5% there is no black box requirement. Attorney Militello confirmed that it is possible to ask for 4% instead of 3% but it would not be given.
Motion to approve Ordinance No. 2019-05 Tax Levy 2019 as presented – Trustee Schaefer. Second – Trustee Meyer. Roll Call: Trustee Meyer – aye, Trustee Schaefer – aye, Trustee Justen – no, Trustee Bennett – aye. Motion passed 3 to 1.
- c. The Trustee Onboarding Book was presented. Creation of the book was part of the Strategic Plan.
Motion to approve adoption of the Trustee Onboarding Book – Trustee Bennett. Second – Trustee Schaefer. Roll Call: Trustee Meyer – aye, Trustee Schaefer – aye, Trustee Justen – aye, Trustee Bennett – aye. Motion passed 4 to 0.
- d. Deputy Chief Horist reviewed the proposed PPE purchase for helmets and boots.
Motion to approve the PPE purchase for 25 helmets from Air One for a price not to exceed \$6,125 and up to 24 pairs of boots from WS Darley for a price not to exceed \$7,436.40 for a total rounded price of \$13,700 – Trustee Bennett. Second – Trustee Schaefer. Roll Call: Trustee Meyer – aye, Trustee Schaefer – aye, Trustee Justen – aye, Trustee Bennett – aye. Motion passed 4 to 0.

- e. Discussion included updating the Tax Levy signature form presented to include Trustee Meyer and Trustee Bennett and remove Trustee Miller since he was not present to sign.

VIII. Closed Session

There was no closed session.

IX. Adjourn

Motion to adjourn – Trustee Bennett. Second – Trustee Justen. On a voice vote, all ayes, the motion passed.

The meeting adjourned at 7:53 p.m.

Respectfully Submitted,



Robert J. Meyer, Secretary