

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

- I. Regular Meeting was called to order at 7:00 p.m.
- II. Roll Call - *Trustee Meyer, Trustee Miller, Trustee Bennett and Trustee Justen were present. Trustee Schaefer was absent.*
- III. There was no public comment.
- IV. Approval of Regular Meeting Minutes – January 17, 2019
- Motion to Approve Minutes of the January 17, 2019 Regular Board meeting – Trustee Meyer. Second – Trustee Bennett. On a voice vote, all ayes, motion passed 4–0.*
- V. Treasurer’s Report for the month of January was placed on file at the District Office.
- a. Review of revenue.
- b. Financial Statements were placed on file with the District.
- c. Accounts Payable/Payroll Approval
Discussion of holding final payment to general contractor and architect for remodel at Station 1 until all punch list items have been completed.
Discussion also included that senior staff reviews the total budget amount available for each category on a monthly basis.
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| • Accounts Payable | \$530,047.54 |
| • Payroll | \$456,921.93 |
| • Grand Total | \$986,969.47 |
- Motion to Approve Accounts Payable – Trustee Meyer. Second – Trustee Bennett.
Roll Call: Trustee Meyer – aye, Trustee Miller – aye, Trustee Justen – aye, Trustee Bennett – aye. Motion passed 4 to 0.*
- d. Banking Considerations
No activity this month.
- e. Trustee Bennett provided a pension update from the Pension Board meeting held February 20, 2019 and passed out an article from *Crain's Chicago Business* about the state pension programs.
- VI. Chief’s Report
- a. Staff Reports
Operations: Deputy Chief Spraker reviewed the January calls and pointed out that the flu season was not as bad and the department averaged 16 calls per day. MTFPD continues to work with other departments to adjust for mutual aid calls. Significant incidents for January were reviewed. Staffing was reviewed.

Training: Training topics were presented in the Board packet.

Fire Prevention Bureau: Report on Bureau activities was included in the Board packet.

Public Education: The public education activities for the month were included in the Board packet.

- b. Chief Huemann reported on the progress of Station 1 remodel project including that the move back to the administrative office is complete and the punch list has been prepared. Ted Bianchi and his rigging company moved the statue into the training room and also moved the safe from the storage pod to the administrative work room.
- c. It was recommended that Service Master do the administrative office cleaning for a fee of \$325 per month.
- d. Cell phone provider was changed resulting in savings each month.
- e. Ambulance maintenance costs were reviewed and updated to include B&B Auto. Staff was directed to do a mileage cost and identify what needs to be replaced.
- f. EMS System Plan was reviewed including the two levels of service – ALS and BLS engines and transport via ambulances. This plan is a re-commitment to IDPH.
- g. Deputy Chief Spraker reviewed the February 20, 2019 Pension Board meeting including there was a total 3.64% return through December 31, 2018. Cash balance is currently just over \$5 million. The final audit was received from the State.
- h. Update on Senate Bill 0037 was provided by Chief Huemann. Senator Melinda Bush is sponsoring the bill. Provisions of the bill were discussed including that communities with a population under 5,000 will not be affected. As currently written, the bill requires the firefighter to contribute 9.45% and the District to contribute 18% to the pension with no additional benefit to the firefighter. Other bills being attached to SB 0037 address Tier 2, COLA increase, reduction of average salary calculation time and requirement of all firefighters to learn the history of the union.
- i. Centers for Medicare and Medicaid Services Cost Data Collection changes are being addressed by Andres Medical Billing.
- j. The Workers Comp Injury Report recap included six injuries in 2018; the names of those injured were redacted.
- k. Chief Huemann notified the Board of Trustees of his appointment as the fire service and emergency service liaison to the McHenry County Board.
- l. Chief Huemann reviewed the Chaplains report and their voluntary response to events in 2018.
- m. Review of the MABAS Division 5 responses in 2018 revealed that the MTFPD was the second busiest department in call volume.
- n. The staffing plan for a Station 6 was discussed and it was recommended not to move forward with a new station at this time.
- o. Chief Huemann summarized the requests for records from 2018.
- p. Correspondence and media coverage included in the Board packet were reviewed and included recognition for the good customer service provided by the crews.
- q. Review of the future items calendar included: Deputy Chief Horist reported that the bunker gear will be paid for in March. Additionally, six firefighters will come off of probation in March. DC Horist also provided update on the bid for gear that will be brought forward in March.

VII. Action Items

- a. Discussion of options for donating and disposing of the Station 1 furniture surplus. It was discussed that there is not a requirement to charge a fee to another taxing body. A fee would have to be charged to give it to a not-for-profit. Announcement of the surplus furniture will go out to fire districts at the County Trustees Board and furniture will be available on a first come basis. The old tables and chairs from the training room will be kept.
Motion to approve disposing of the surplus furniture at Station 1 and announce at the County Trustees Board Meeting that the furniture is available – Trustee Bennett. Second – Trustee Justen. On a voice vote, all ayes, the motion passed 4 to 0.
- b. Lieutenant Stephens made a presentation to the Board on fire alert pagers and mobile radios and the equipment currently in use. Discussion included replacement of old, outdated and failing equipment. The trade in value of equipment was reviewed. Staff recommended purchasing new equipment from Motorola Solutions because of the ease of warranty repair.
Motion to approve purchasing fire alert pagers and a radio from Motorola Solutions in the amount of \$12,474.83 – Trustee Bennett. Second – Trustee Justen. On a voice vote, all ayes, the motion passed 4 to 0.

- c. Printer copier vendor recommendations for leasing were discussed.
Motion to approve the recommended copier printer lease with Stans LPS effective May 2019 – Trustee Bennett. Second – Trustee Meyer. On a voice vote, all ayes, the motion passed 4 to 0.
- d. Chief Huemann presented to the Board the Termination of Various Agreements Between the City of McHenry and the McHenry Township Fire Protection District.
Motion to approve the Termination of Various Agreements between the City of McHenry and the McHenry Township Fire Protection District – Trustee Meyer. Second – Trustee Bennett. Roll Call: Trustee Meyer – aye, Trustee Miller – aye, Trustee Justen – aye, Trustee Bennett – aye. Motion passed 4 to 0.

VIII. Closed Session

Motion to adjourn to closed session to discuss personnel -- Trustee Bennett. Second – Trustee Justen. On a voice vote, all ayes, the motion passed 4 to 0.

The meeting adjourned to closed session at 7:58 p.m.

Motion to return to open session – Trustee Bennett. Second – Trustee Justen. On a voice vote, all ayes, the motion passed 4 to 0.

The open meeting resumed at 8:16 p.m. No further action was taken.

IX. Adjourn

Motion to adjourn – Trustee Bennett. Second – Trustee Meyer.

The meeting adjourned at 8:17 p.m.

Respectfully Submitted,



Robert J. Meyer, Secretary