

McHENRY TOWNSHIP FIRE PROTECTION DISTRICT
BOARD OF TRUSTEES
REGULAR MEETING MINUTES
6300 DARTMOOR ROAD, McHENRY, IL 60050
THURSDAY, NOVEMBER 15, 2018

- I. Regular Meeting was called to order at 7:00 p.m.
- II. Roll Call - *Trustee Meyer, Trustee Miller, Trustee Schaefer and Trustee Justen were present. Trustee Bennett was absent.*
- III. There was no public comment.
- IV. Approval of Regular Meeting Minutes – October 18, 2018
Motion to Approve Minutes of the October 18, 2018 Regular Board meeting – Trustee Meyer. Second – Trustee Schaefer. On a voice vote, all ayes, motion passed 4–0.

Approval of Special Meeting Minutes – November 7, 2018

Motion to Approve Minutes of the November 7, 2018 Special Board meeting – Trustee Meyer. Second – Trustee Schaefer. On a voice vote, all ayes, motion passed 4–0.

- V. Treasurer’s Report for the month of October has been placed on file at the District Office.

- a. Revenue Review
- b. Financial Statements are on file with the District.
- c. Accounts Payable/Payroll Approval
Total updated balance was presented in the Board report.

• Accounts Payable	\$1,000,491.14
• Payroll	\$405,591.31
• Grand Total	\$1,406,082.45

Motion to Approve Accounts Payable – Trustee Meyer. Second – Trustee Schaefer.

*Roll Call: Trustee Meyer – aye, Trustee Miller – aye, Trustee Justen – aye, Trustee Schaefer – aye.
Motion passed 4 to 0.*

- d. Banking Considerations
Investment schedule and banking considerations were reviewed. Authorization for wire transfer was signed.

- VI. Chief’s Report

- a. Staff Reports
Operations: Deputy Chief Spraker reviewed calls averaging 19 per day. Calls for fires and mutual aid were reviewed. Significant recent incident included flying a burn patient to Rockford. Staffing levels were reviewed.

Training: Training topics were reviewed.

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 windows to be installed in administrative offices the week of November 19 and the items from the punch list for Phase 1 and Phase 2 will be addressed also that week.

- c. The furniture RFP for Station 1 went out on November 9 and bids are due on November 27 with the opening scheduled for November 30. The recommendation will be brought forward to the Board in December.
- d. Deputy Chief Spraker reviewed the Pension Meeting held on November 14, 2018 including the Trustee training has been completed, the investment gains and the returns on the fund.
- e. Correspondence and media coverage included in the board packet were reviewed.
- f. Review of the future items calendar including: Deputy Chief Horist will bring forward the bill for the Moraine Hills tornado siren in December and the bill for the new bunker gear will be presented in January 2019. Deputy Chief Spraker reviewed that the training van will be paid with early payables in December.

VII. Action Items

- a. The Workers Compensation Insurance renewal was discussed and there will be a \$20,200 decrease in the premium.
Motion to approve the Workers Compensation Insurance renewal as presented – Trustee Schaefer. Second – Trustee Justen. Roll Call: Trustee Meyer – aye, Trustee Miller – aye, Trustee Justen – aye, Trustee Schaefer – aye. Motion passed 4 to 0.
- b. The Health Insurance Benefits committee will meet on November 16 at 11:00 a.m. It was discussed that a special meeting may be needed in December to discuss health insurance prior to an open enrollment period.
- c. Deputy Chief Spraker reviewed the request to purchase 18 new mobile data terminals from Dell with a three year warranty. Leasing the equipment is about the same cost.
Motion to approve \$56,070.48 to purchase 18 mobile data terminals – Trustee Justen. Second – Trustee Schaefer. Roll Call: Trustee Meyer – aye, Trustee Miller – aye, Trustee Justen – aye, Trustee Schaefer – aye. Motion passed 4 to 0.
- d. Ordinance #2018-07 - Tax Levy for 2018 was presented. There will be a 2.53% increase from the previous year. Attorney Militello recommended adoption. No black box required.
Motion to approve Ordinance #2018-07 Tax Levy for 2018 – Trustee Meyer. Second – Trustee Justen. Roll Call: Trustee Meyer – aye, Trustee Miller – aye, Trustee Justen – aye, Trustee Schaefer – aye. Motion passed 4 to 0.
- e. Discussion of the 2018 pension audit including the Illinois Department of Insurance (IDOI) letter and the three items in the findings were addressed. As of January 1, 2019, Chief Huemann and Deputy Chief Horist will be a part of the Article 4 pension and contributing 9.455% toward the pension.
Motion to accept Audit Finding 1 – Trustee Schaefer. Second – Trustee Meyer. Roll Call: Trustee Meyer – aye, Trustee Miller – aye, Trustee Justen – aye, Trustee Schaefer – aye. Motion passed 4 to 0.

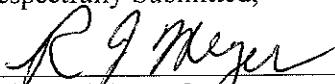
Motion to approve salary adjustment of 18% for Chief Huemann and Deputy Chief Horist effective January 1, 2019 in order to reallocate from deferred comp to salary – Trustee Schaefer. Second – Trustee Meyer. Roll Call: Trustee Meyer – aye, Trustee Miller – aye, Trustee Justen – aye, Trustee Schaefer – aye. Motion passed 4 to 0.
This 18% increase is a salary adjustment for equalization of benefits due to the IDOI compliance issue.

VIII. Closed Session - none

IX. Adjourn

Motion to adjourn – Trustee Schaefer. Second – Trustee Meyer. The meeting adjourned at 7:40 p.m.

Respectfully Submitted,


Robert J. Meyer, Secretary