

MCHENRY TOWNSHIP FIRE PROTECTION DISTRICT  
BOARD OF TRUSTEES  
REGULAR MEETING MINUTES  
3610 WEST ELM STREET, MCHENRY, IL 60050  
THURSDAY, AUGUST 16, 2018

- I. Regular Meeting was called to order at 7:00 p.m.
- II. Roll Call - *Trustee Meyer, Trustee Miller, Trustee Bennett, Trustee Justen, Trustee Schaefer were present.*
- III. There was no public comment.
- IV. Approval of Regular Meeting Minutes – July 19, 2018  
*Motion to Approve Minutes of the July 19, 2018 Regular Board meeting – Trustee Bennett. Second – Trustee Meyer. Motion passed 5–0.*

- V. Treasurer’s Report
  - 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 \$455,258.44
    - Payroll \$411,951.52
    - **Grand Total** **\$867,209.96**

*Motion to Approve Accounts Payable – Trustee Meyer. Second – Trustee Justen.  
Roll Call: Trustee Meyer – aye, Trustee Miller – aye, Trustee Justen – aye, Trustee Bennett – aye, Trustee Schaefer – aye. Motion passed 5 to 0.*

- d. Banking Considerations  
Chief Huemann reviewed the revenue and expenses for the month, the officer staff bonus was reviewed and the banking direction letter was presented for authorization and signature. There were no redemptions or transfers of funds this month. The authorization for payout of \$136,764.45 for Station 1 remodel construction was also signed.

VI. Chief’s Report

- a. Staff Reports  
Operations: Deputy Chief Spraker reviewed the four calls to Peterson Park during Fiesta Days and reviewed the report breakdown to include number of calls responded to by station. There were no short shifts but there were shifts that were low on paramedics. There was review of the operational statistics including mutual and auto aid given and received and those mutual and auto aid calls that were cancelled. Significant incidents were reviewed.

Training: Chris Rohde reported on training including the SCBA trailer at Station 2 and water rescue training. Crews will also be preparing for the mass casualty drill coming up at the school in the middle of September.

Fire Prevention Bureau: Brent Innes was not present at the meeting.

Public Education: Linda Willetts gave an update on the public education activities including the local festivals such as the ice cream social and also the first summer camp hosted by the MTFPD. Facebook postings and the number of people reached using social media were reported. She reported that the Facebook posting on the street closure for gas main break incident reached 7,000 people.

- b. Chief Huemann reported on the progress of Station 1 remodel project. Discussion included the concrete was pumped up to the second floor and stairs will be installed so that work on the second floor can continue. City inspections are ongoing. It was discovered that plumbing was missed on drawings for washer/dryer hookups in the new dayroom and a meeting has been scheduled to find a solution.
- c. Deputy Chief Spraker reviewed the recent pension board meeting including the actuary report and contributions. The pension is currently 230% funded. The recommended contribution is \$108,368 which is an increase of \$21,190 from the prior year. A factor in this recommendation includes a timing issue where the previous actuarial report recommended amount was funded by the District but not received into the Pension Fund until after the end of the fiscal year. The funding topic will be presented to the Board again before the end of the year when the Tax Levy is discussed.
- d. Request for Proposal for furniture for Station 1 discussion included re-using current furniture, as well as painting and re-using file cabinets. Trustees Justen and Schaefer were asked to serve on committee to oversee furniture purchase and the committee will meet before the RFP goes out. The architect will be consulted for recommendations and for design input for furniture.
- e. There was a review of correspondence and media coverage of MTFPD.
- f. Review of the future item calendar includes: Firefighter bunker gear replacement rotation will be brought forward in October; SCBA bill will come forward when complete so might not come forward until October; and Mobile Data Terminals will come forward in October.

## VII. Action Items

- a. Discussion on the bids received in July for the District to purchase four CPR compression devices. With just one device in service, the saves have increased from 10 percent to 22 percent.  
***Motion to approve purchasing four CPR compression devices from AED Professionals at a cost not to exceed \$39,980 - Trustee Bennett. Second – Trustee Schaefer.***  
***Roll Call: Trustee Meyer – aye, Trustee Miller – aye, Trustee Justen – aye, Trustee Bennett – aye, Trustee Schaefer – aye. Motion passed 5 to 0.***
- b. Discussion on the one bid received from Stryker Medical for the power load system for ambulance 1257. Only one bid was received because Stryker has a special deal with IPRF for their clients only and other vendors cannot compete and would take a loss to provide the power load system. An IPRF grant was received and the difference is \$3,962.  
***Motion to recommend the purchase of the Stryker power load system at the cost of \$27,452 with the warranty extension for six years and including annual inspections – Trustee Meyer. Second – Trustee Bennett. Roll Call: Trustee Meyer – aye, Trustee Miller – aye, Trustee Justen – aye, Trustee Bennett – aye, Trustee Schaefer – aye. Motion passed 5 to 0.***
- c. Discussion on a new partnership with IDNR at Moraine Hills Park for a tornado siren and Nunda Township Board was favorable to partnering with MTFPD to split the cost. The cost for the siren is \$23,221 and the 2-way partnership split would put the cost at \$11,610.50 and a 4-way split adding McHenry Township would lower the cost to \$7,740.33. After the siren is ordered, it will be five to seven weeks to installation. Braniff tests the sirens monthly.  
***Motion to approve the purchase of the tornado siren for \$23,221 for installation at Moraine Hills Park – Trustee Bennett. Second – Trustee Schaefer. Roll Call: Trustee Meyer – aye, Trustee Miller – aye, Trustee Justen – aye, Trustee Bennett – aye, Trustee Schaefer – aye. Motion passed 5 to 0.***
- d. Annual contract with Chicago Communications discussion about the service agreement and that agreement includes parts and was used five times and no price increase.

*Motion to approve the Annual Contract with Chicago Communications – Trustee Meyer. Second – Trustee Bennett. On a voice vote, all ayes, motion passed.*

- e. Annual Audit for FYE 4/30/2018: discussion included Trustee Bennett highlighting the report noting that the fund balance increased by \$562,000 and there is no long term debt.

*Motion to accept the Annual Audit for FYE 4/30/2018 – Trustee Schaefer. Second – Trustee Justen. Roll Call: Trustee Meyer – aye, Trustee Miller – aye, Trustee Justen – aye, Trustee Bennett – aye, Trustee Schaefer – aye. Motion passed 5 to 0.*

VIII. Closed Session

*Motion to adjourn to closed session for discussion of appointment, employment, compensation, discipline, performance or dismissal of District employees – Trustee Bennett.*

*Second – Trustee Schaefer. On a voice vote, all ayes, the motion passed 5 to 0.*

The meeting adjourned to closed session at 7:48 p.m.

*Motion to return to open session – Trustee Bennett. Second – Trustee Schaefer. On a voice vote, all ayes, the motion passed 5 to 0.*

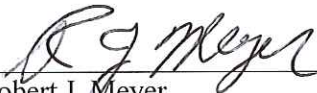
The meeting resumed at 7:54 p.m. No action was taken during closed session.

IX. Adjourn

*Motion to adjourn – Trustee Bennett. Second – Trustee Schaefer.*

The meeting adjourned at 7:55 p.m.

Respectfully Submitted,

  
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Robert J. Meyer  
Secretary