

MCHENRY TOWNSHIP FIRE PROTECTION DISTRICT
BOARD OF TRUSTEES
BUDGET PUBLIC HEARING AND REGULAR MEETING MINUTES
3610 WEST ELM STREET, MCHENRY, IL 60050
THURSDAY, JULY 19, 2018

- I. Budget Public Hearing called to order at 6:45 p.m.
- II. Roll Call - *Trustee Meyer, Trustee Miller, Trustee Bennett, Trustee Justen, Trustee Schaefer were present.*
 - a. Final Budget Ordinance #2018-06 for Fiscal Year 2018-2019 = \$12,106,318.00 total estimated appropriation.
 - b. Public Comment – There was no public comment.
- III. *Motion to Adjourn – Trustee Meyer. Second – Trustee Justen. Public Hearing Meeting adjourned at 6:48 p.m.*

- I. Regular Meeting called to order at 7:00 p.m.
- II. Roll Call - *Trustee Meyer, Trustee Miller, Trustee Bennett, Trustee Justen, Trustee Schaefer were present.*
- III. Approval of Regular Meeting Minutes – June 21, 2018
Motion to Approve Minutes of the June 21, 2018 Regular Board meeting – Trustee Meyer. Second – Trustee Schaefer. Motion passed 5–0.

- IV. Treasurer’s Report
 - a. Revenue Review
 - b. Financial Statements are on file with the District.
 - c. Accounts Payable/Payroll Approval
Discussion included Board approving pension payment amounts prior to insertion in the annual budget; payment for work done on engines; \$95,000 in funds received from McHenry County and \$66,600.43 received from City of McHenry for alarm board revenue and dispatch; and payment to the Studio 222 Architect was requested to be held pending clarification of services covered in the amount of \$5,000.

• Accounts Payable	\$564,880.06
• Payroll	<u>\$618,829.27</u>
• Grand Total	\$1,183,709.33

Motion to Approve Accounts Payable, holding back the check for Studio 222 Architect – 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. Banking Considerations
A letter to Investment Administrator Joe Busch was presented and it was signed giving direction for the upcoming month’s investment activities.

Chief Huemann reviewed the updated meeting agenda format.

Deputy Chief Spraker reviewed the operational statistics including mutual and auto aid given and received and those mutual and auto aid calls that were cancelled. Frequent calls and billing for transports was discussed. All transport calls are billed. Deputy Chief Spraker reported that auto aid was down and he also discussed staffing levels including there were no shift shortages and paramedic staffing ran at one-third less than optimum. Battalion Chief Sears discussed scheduling and filling open shifts.

Chris Rohde reported on training including Metra training, mandatory cone course, boat training and upcoming SCBA air pack training. The current paramedic class just ended and a new class will begin in August with six students attending.

Fire Prevention Bureau Director Brent Innes reported on the pre-plan program, target hazards, inspections, fire investigations and upcoming school drills. New businesses were also reviewed.

Public Education Coordinator Linda Willetts gave an update on the public education activities including senior day at Station 5, Facebook postings and the number of people reached using social media. She also reported that the new carpet was installed in the smoke trailer.

V. Chief's Report

- a. Chief Huemann reported on the progress of Station 1 remodel project. Discussion included various testing of soil to pour the footings.
- b. Awards night is scheduled for September 26th. Invitations have been sent to elected officials including Governor Rauner.
- c. Door access and security cameras are complete at Stations 2-5. Station 1 will be done following the remodel project.
- d. School Shooter Drill will take place on September 20 at the East Campus.
- e. Station alerting equipment has been delivered and contractors will install in late August.
- f. Onboarding manual for Board Trustees continues to be drafted per the Strategic Plan and will be complete by May of 2019.
- g. Review of media coverage including the tornado sirens and public education programs.
- h. Future items discussed included moving approval of the bunker gear to the October agenda; payment for station alerting will not happen until installation complete; CPR compression will come back to the board in August; SCBA invoice will be brought to the Board in August; and information will be brought to the Board to consider new furniture for Station 1 remodel.

VI. Action Items

- a. ***Motion to approve Ordinance No. 2018-06 Final Budget and Appropriations – Trustee Schaefer. 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.***
- b. Annexation petition with Village of Lakemoor
 - Attorney Jim Militello presented information on the annexation petition and asked the Board for approval to move forward.***Motion to approve moving forward with the annexation petition with the Village of Lakemoor - Trustee Bennett. Second – Trustee Schaefer. On a voice vote, all ayes. Motion passed.***
- c. Engine 47 Cabinet Installation
 - Discussion included the price of \$6,352, the dimensions of 2'x5'x4' and it will be bolted in to meet the rollover requirements.***Motion to approve the installation of EMS compartment in Engine 1247 – Trustee Bennett. Second – Trustee Schaefer. On a voice vote, all ayes, the motion passed 5 to 0.***
- d. Install Power-Load in Reserve Ambulance
 - Deputy Chief Horist discussed that it would be installed in the 7th ambulance and RFP is needed for the price. The IPRF grant will be used to offset cost. Staff was approved to proceed.

- e. King Vision Intubation System
- Lt. Downey presented information and explained intubation, discussed video laryngoscopy and training provided by the hospital for all paramedics. Demonstration of intubation followed.
Motion to approve the purchase of seven King Vision intubation units for \$8,869 – Trustee Schaefer. Second – Trustee Bennett. On a voice vote, all ayes, the motion passed 5 to 0.
- f. Purchase of Staff Vehicle
- Bids were opened for purchase of pickup truck and it was recommended to reject all bids.
 - The pricing for 2019 SUV vehicles was not available. Recommendation to re-bid for SUV in September.
 - Cargo van discussion included three bids were received and it was recommended to go with Buss Ford for \$37,100. There was discussion of the safety of step for the van.
Motion to approve the purchase of the cargo van for \$37,100 from Buss Ford – Trustee Bennett. Second – Trustee Schaefer. Roll Call: Trustee Meyer - aye, Trustee Miller - aye, Trustee Justen - no, Trustee Bennett - aye, Trustee Schaefer - aye. Motion passed 4 to 1.
- Trustee Justen stepped out of the meeting.
- g. Surplus Equipment
- Motion to declare surplus of equipment as listed in the memo – Trustee Bennett. Second – Trustee Schaefer. On a voice vote, all ayes, the motion passed 4 to 0.***

VII. Closed Session

Motion to adjourn to closed session for discussion of real estate property – Trustee Bennett. Second – Trustee Schaefer. On a voice vote, all ayes, the motion passed 5 to 0.

The meeting adjourned to closed session at 8:15 p.m.

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

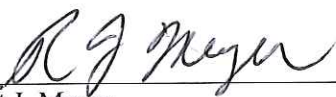
The meeting resumed at 8:32 p.m. No further action was taken.

VIII. Adjourn

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

The meeting adjourned at 8:34 p.m.

Respectfully Submitted,



Robert J. Meyer
Secretary