

MCHENRY TOWNSHIP FIRE PROTECTION DISTRICT  
BOARD OF TRUSTEES  
REGULAR MEETING MINUTES  
3610 WEST ELM STREET, MCHENRY, IL 60050  
THURSDAY, MARCH 16, 2023

- I. Regular Meeting was called to order at 7:00 p.m.
- II. Pledge of Allegiance
- III. Roll Call – *Trustee Bennett, Trustee Meyer, Trustee Miller, Trustee Doherty, Trustee Rodewald were present.*
- IV. Public Comment - None
- V. Approval of Regular Meeting Minutes - February 9, 2023

*Motion to Approve Minutes of the February 9, 2023 Regular Board Meeting – Trustee Meyer. Second – Trustee Bennett. On a voice vote, all ayes. Motion passed 5 to 0.*

- VI. Home Depot Plaque Presentation - Chief Horist presented a plaque award to The Home Depot McHenry Store Manager, Geri Quirk-Blanken for donations to MTFPD.
- VII. Treasurer’s Report for the month of February

- a. Accounts Payable/Payroll Approval

Accounts Payable	\$663,744.17
Payroll	\$463,685.43
<b>Grand Total</b>	<b>\$1,127,429.60</b>

*Motion to Approve Accounts Payable and Payroll as Presented – Trustee Bennett. Second – Trustee Doherty. Roll Call: Trustee Bennett – aye, Trustee Meyer – aye, Trustee Miller – aye, Trustee Doherty – aye, Trustee Rodewald – aye. Motion passed 5 to 0.*

- a. Revenue review included payments received from the City of McHenry for dispatch reimbursements, a check from the City of McHenry for developer donations fees, and a check for the sale of a used ambulance.
- b. The Board reviewed the banking considerations which had one rollover and one redemption. The authorization letter to Joe Busch was approved and signed. Financial statements for the month of February were placed on file with the district.

VIII. Chief’s Report

- a. Operations: Deputy Chief Bush reported on call activity for the month of February. There were 633 calls, which is about a 4% increase from last year. Calls have an average 5:11 minutes response time. Call volumes by station were reviewed. There was one significant incident involving 54 calls of wires down during a severe weather ice storm. Frequent call addresses were mainly senior independent living or medical facilities. There were 13 Automatic Aid calls given, 9 Mutual Aid calls given and the district received automatic or

mutual aid one time. Currently there are 89 part-time employees, however, with probationary employees and members on leave of absence, only 77 are active. 1256/1281 Jump Company was staffed 93% of the time and responded to 77 calls. 94% of the shifts ran with 11 or more Paramedics while 6% ran with 10 or less.

- b. Training: Training information from February was included in the Board Packet.
  - c. Fire Prevention Bureau: Bureau information from February was included in the Board Packet.
  - d. Public Education: Information related to Public Education activities was included in the Board Packet.
  - e. Full-Time Firefighter Hiring Process - Chief Horist updated the Board on the full-time firefighter hiring process. 42 candidates were interviewed. The final eligibly list will be approved by the Board of Fire Commissioners on April 4, 2023.
  - f. Zoning Application Hearing - President Miller stated the zoning application was approved by the Zoning Board and the City Council will be reviewing the application next.
  - g. Organizational Meeting and Budget Presentation - A special meeting is scheduled for Thursday, May 4, 2023 starting at 9:00 a.m. for the annual Organizational Meeting and Budget Presentation.
  - h. Pension Meeting Review - Deputy Chief Spraker updated the Board on the quarterly pension meeting. The current FPIF balance is \$8.3 million.
  - i. 2022 Year in Review - Chief Horist gave a PowerPoint presentation highlighting department accomplishments and future goals.
  - j. Correspondence and Media Coverage included photos from the McHenry High School Wellness Fair, a thank you card from McHenry High School for participating in the Wellness Fair, a crew photo with the Salvation Army for turkey dinner donations, photos escorting McHenry High School Wrestling Champion Chris Moore to school and a McHenry County Firemen's Association Information Sheet from 1980.
  - k. Future Items Calendar for Board of Trustees - Chief Horist stated three firefighters will be sworn in at the April Board meeting.
- IX. Action Items: (Discussion and Possible Action on the Following)
- a. Overhead Garage Door Bids - Deputy Chief Spraker stated three proposals were submitted, and Superior Overhead Door was the lowest bidder. Nine overhead doors will be replaced at Station 1, and 11 garage door openers will be replaced at Stations 1, 2, and 3. Deputy Chief Spraker recommended Superior Overhead Door to install the overhead doors and openers at a cost not to exceed \$129,015.00

***Motion to Accept Bid from Superior Overhead Door at a Cost Not to Exceed \$129,015.00 - Trustee Doherty. Second - Rodewald. Roll Call: Trustee Bennett - aye, Trustee Meyer - aye, Trustee Miller - aye, Trustee Doherty - aye, Trustee Rodewald - aye. Motion passed 5 to 0.***

- b. Knox KeySecure Replacements - Deputy Chief Spraker stated there are over 400 Knox Boxes installed throughout the District. The department is currently using KeySecure 4 devices in emergency vehicles. Programming software for KeySecure 4 devices is becoming obsolete. Seven ambulances currently have the new KeySecure 5 devices. Deputy Chief Spraker requested to purchase 15 additional KeySecure 5 devices at a cost of \$14,530 plus the annual fee for the programming software at a cost of \$1,038.

*Motion to Approve the Purchase of 15 Additional KeySecure Devices at a Cost of \$14,530, plus the Annual Fee for the Programming Software at a Cost of \$1,038 - Trustee Bennett. Second - Trustee Rodewald. Roll Call: Trustee Bennett - aye, Trustee Meyer - aye, Trustee Miller - aye, Trustee Doherty - aye, Trustee Rodewald - aye. Motion passed 5 to 0.*

- c. Full-time Firefighter/Paramedic Position - Chief Horist stated that Firefighter/Paramedic Jack Logan resigned on March 11, 2023. Chief Horist requested the Board authorize the Fire Commission to fill the vacant position.

*Motion to Fill Vacant Firefighter/Paramedic Position - Trustee Rodewald. Second - Trustee Doherty. On a voice vote, all ayes. Motion passed 5 to 0.*

- d. Landscape Maintenance Contract Renewal - Business Manager Marjean Diercks stated three landscape maintenance proposals were submitted and recommended Landcare & Lawn Maintenance, Inc. for the 2023 growing season.

*Motion to Accept Landscape Maintenance Contract with Landcare and Lawn Maintenance, Inc. - Trustee Bennett. Second - Trustee Doherty. Roll Call: Trustee Bennett - aye, Trustee Meyer - aye, Trustee Miller - aye, Trustee Doherty - aye, Trustee Rodewald - Abstain. Motion passed 4 to 0.*

- e. Vector Solutions Contract Renewal - Deputy Chief Bush stated Vector Solutions is an important part of EMS and fire training. The District has been using Vector Solutions since 2011 and Deputy Chief Bush recommended renewing the contract for three additional years at a cost of \$14,581.70 per year.

*Motion to Approve the Vector Solutions Contract for Three Additional Years at a Cost of \$14,581.70 per Year - Trustee Bennett. Second - Trustee Doherty. Roll Call: Trustee Bennett - aye, Trustee Meyer - aye, Trustee Miller - aye, Trustee Doherty - aye, Trustee Rodewald - aye. Motion passed 5 to 0.*

- f. Reaffirm Approval of Sale of Route 31 Easement to IDOT - Attorney Jim Militello stated the Board approved the IDOT land acquisition offer at the December Board meeting. Attorney Jim Militello stated IDOT requires two-thirds vote, and requested the Board reaffirm approval of sale of Route 31 easement to IDOT.

*Motion to Reaffirm Approval of Sale of Route 31 Easement to IDOT - Trustee Meyer. Second - Trustee Rodewald. Roll Call: Trustee Bennett - aye, Trustee Meyer - aye, Trustee Miller - aye, Trustee Doherty - aye, Trustee Rodewald - aye. Motion passed 5 to 0.*

X. Closed Session

*Motion to go into Closed Session for the Purpose of Discussing Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of District Employees, Pending*



*Litigation, and Real Estate pursuant to 5 ILCS 120/2(c)(1)(6) and (7). – Trustee Bennett.  
Second – Trustee Rodewald. On a voice vote, all ayes. Motion passed 5 to 0.*

Meeting moved to closed session at 7:53 p.m.

*Motion to Return to Open Session – Trustee Bennett. Second – Trustee Rodewald. On a  
voice vote, all ayes. Motion passed 5 to 0.*

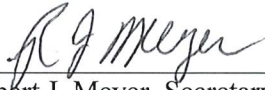
Open meeting resumed at 8:28 p.m. No action was taken during closed session.

XI. Adjourn

*Motion to Adjourn – Trustee Bennett. Second – Trustee Doherty. On a voice vote, all ayes.  
Motion passed 5 to 0.*

The meeting adjourned at 8:29 p.m.

Respectfully Submitted,



---

Robert J. Meyer, Secretary