

MCHENRY TOWNSHIP FIRE PROTECTION DISTRICT  
BOARD OF TRUSTEES  
REGULAR MEETING MINUTES  
3610 WEST ELM STREET, MCHENRY, IL 60050  
THURSDAY, APRIL 20, 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 were present. Trustee Rodewald was absent.*
- IV. Public Comment - None
- V. Swearing In of Joseph Biagi, Leonardo Ibarra, and Anthony Posadas - Chief Horist welcomed those in attendance, introduced the Board of Trustees, and invited each candidate to come forward. Three firefighter candidates were sworn in by President Allen Miller.
- VI. Approval of Regular Meeting Minutes - March 16, 2023

*Motion to Approve Minutes of the March 16, 2023 Regular Board Meeting – Trustee Meyer. Second – Trustee Doherty. On a voice vote, all ayes. Motion passed 4 to 0.*

- VII. Amend Approval of January 19, 2023 Minutes

*Motion to Amend Approval of the January 19, 2023 Regular Board Meeting Minutes – Trustee Bennett. Second – Trustee Doherty. On a voice vote, all ayes. Motion passed 4 to 0.*

- VIII. Treasurer’s Report for the month of April

a. Accounts Payable/Payroll Approval	
Accounts Payable	\$310,755.57
Payroll	\$709,179.62
<b>Grand Total</b>	<b>\$1,019,935.19</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. Motion passed 4 to 0.*

- a. Revenue review included payments received from the County Clerk for DUI reimbursement, a reimbursement check for an opticom repair, a reimbursement check from McHenry County for station alerting maintenance fees, a reimbursement check from McHenry County for ambulance equipment grant, and a check from Andres Medical Billing for ambulance transportation collections.
- b. The Board reviewed the banking considerations which had two rollovers and one redemption. The authorization letter to Joe Busch was approved and signed. Financial statements for the month of April were placed on file with the district.

*Motion to Approve the Banking Considerations as Presented – Trustee Bennett. Second – Trustee Doherty. Roll Call: Trustee Bennett – aye, Trustee Meyer – aye, Trustee Miller – aye, Trustee Doherty – aye. Motion passed 4 to 0.*

IX. Chief's Report

- a. Operations: Deputy Chief Bush reported on call activity for the month of March. There were 577 calls, which is a 2.3% increase from last year, and trending currently for 7,200 calls for 2023. Calls have an average 5:05 minutes response time. There was one significant incident involving a house fire. Frequent incident addresses were reviewed. Deputy Chief Bush is working with Public Education Coordinator, Gwynne Finfrock to reduce the frequent address calls. There were nine Automatic Aid calls and 11 Mutual Aid calls given. The district received automatic or mutual aid a total of three times. Currently there are 90 part-time employees, however, with probationary employees and members on leave of absence, only 79 are active. Firefighter/EMT Joe Finnegan resigned after 7 months. 1256/1281 Jump Company responded to 62 calls and was staffed 77% of the time. For the shifts in March, 4 were short and 98% of shifts ran with 11 or more paramedics.
- b. Training: Training information from March was included in the Board Packet.
- c. Fire Prevention Bureau: Bureau information from March was included in the Board Packet. Chief Horist stated that Fire Prevention Bureau Director Brent Innes will attend the next Board meeting.
- d. Public Education: Information related to Public Education activities was included in the Board Packet.
- e. Full-Time Firefighter Hiring Process Update - Deputy Chief Spraker stated 12 conditional offers have been accepted. Projected start date would be June 12, 2023.
- f. Correspondence and Media Coverage included tax assessment reduction requests, a thank you email from a resident for ambulance assistance, a thank you letter from a resident for smoke detector replacement, a thank you letter from Barrington-Countryside Fire Protection District for assistance with a structure fire, a thank you letter from the Alexander Leigh Center for Autism for a fire house tour donation, and a thank you email from R Double J Ranch for a CPR/First Aid class.
- g. Future Items Calendar for Board of Trustees - Chief Horist stated Governmental Accounting Standards Board Statement Number 54, Ordinance Number 2023-02 will be reviewed at May Board meeting.

X. Action Items: (Discussion and Possible Action on the Following)

- a. Insurance Renewals Property and Auto - Business Manager Marjean Diercks reviewed the renewal proposal from Assured Partners. The recommendation is to change insurance providers to FirstFire Services for an annual premium not to exceed \$95,020.

*Motion to Approve the Insurance Proposal by FirstFire Services for an Annual Premium Not to Exceed \$95,020 – Trustee Bennett. Second – Trustee Doherty. Roll Call: Trustee Bennett – aye, Trustee Meyer – aye, Trustee Miller – aye, Trustee Doherty – aye. Motion passed 4 to 0.*

XI. Closed Session

*Motion to go into Closed Session for the Purpose of Discussing Personnel and Review of Closed Session Minutes Pursuant to 5 ILCS 120/2(c)(1) and (21). – Trustee Bennett. Second – Trustee Meyer. On a voice vote, all ayes. Motion passed 4 to 0.*

Meeting moved to closed session at 7:40 p.m.

*Motion to Return to Open Session – Trustee Meyer. Second – Trustee Bennett. On a voice vote, all ayes. Motion passed 4 to 0.*

Open meeting resumed at 7:51 p.m.

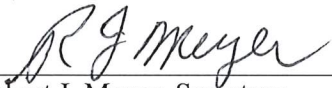
*Motion that Closed Session Minutes Remain Closed as the Need for Confidentiality Still Exists – Trustee Meyer. Second – Trustee Bennett. On a voice vote, all ayes. Motion passed 4 to 0.*

XII. Adjourn

*Motion to Adjourn – Trustee Bennett. Second – Trustee Doherty. On a voice vote, all ayes. Motion passed 4 to 0.*

The meeting adjourned at 7:53 p.m.

Respectfully Submitted,



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Robert J. Meyer, Secretary