

MCHENRY TOWNSHIP FIRE PROTECTION DISTRICT  
BOARD OF TRUSTEES  
REGULAR MEETING MINUTES  
3610 WEST ELM STREET, MCHENRY, IL 60050  
THURSDAY, JUNE 15, 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 Doherty, Trustee Rodewald were present. Trustee Miller was absent.*
- IV. Public Comment - None
- V. Approval of Regular Meeting Minutes - May 18, 2023

*Motion to approve Minutes of the May 18, 2023 Regular Board meeting – Trustee Bennett. Second – Trustee Doherty. On a voice vote, all ayes. Motion passed 4 to 0.*

- VI. Treasurer’s Report for the month of May

- a. Accounts Payable/Payroll Approval

Accounts Payable	\$499,664.27
Payroll	\$483,443.17
<b>Grand Total</b>	<b>\$933,107.44</b>

*Motion to approve Accounts Payable and Payroll as presented – Trustee Bennett. Second – Trustee Doherty. Roll Call: Trustee Bennett – aye, Trustee Meyer – aye, Trustee Doherty – aye, Trustee Rodewald – aye. Motion passed 4 to 0.*

- b. The Board reviewed the banking considerations which had no rollovers, no redemptions and no transfers. Trustee Bennett requested that \$2.5 million dollars be invested prior to the next Board meeting. The authorization letter to Joe Busch was approved and signed. Financial statements for the month of May 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 Doherty – aye, Trustee Rodewald – aye. Motion passed 4 to 0.*

- c. Station 2 Construction Payout - The Board of Trustees authorized a wire transfer in the amount of \$169,339.50.

*Motion to authorize a wire transfer in the amount of \$169,339.50 – Trustee Bennett. Second – Trustee Rodewald. Roll Call: Trustee Bennett – aye, Trustee Meyer – aye, Trustee Doherty – aye, Trustee Rodewald – aye. Motion passed 4 to 0.*

- VII. Chief’s Report

- a. Operations: Deputy Chief Bush reported on call activity for the month of May. There were 625 calls, which is a 2.4% decrease from last year. Calls have an average 5:00 minutes response time. The number of calls for each station was reviewed. There were no significant events during the month of May. Frequent incident addresses were reviewed. There were seven Automatic Aid calls and 13 Mutual Aid calls given. The District did not receive automatic or mutual aid during the month of May. Currently there are 100 part-time employees, however, with probationary employees and members on leave of absence, only 73 are active. Six members resigned during the month of May. 1256/1281 Jump Company was staffed 79% of the time and responded to 77 calls. Shifts were staffed at maximum 79% of the time and at minimum 3% of the time.
- b. Training: Training information from May was included in the Board Packet.
- c. Fire Prevention Bureau: Bureau information from May was included in the Board Packet. Chief Horist stated that Fire Prevention Bureau Director Brent Innes will attend the July Board meeting.
- d. Public Education: Information related to Public Education activities was included in the Board Packet.
- e. Full-Time Firefighter Hiring Process Update - Chief Horist stated 12 new full-time firefighters have started and will complete orientation this week.
- f. Full-Time Lieutenant and Battalion Chief Promotional Process - Chief Horist stated that the Board of Fire Commissioners directed staff to conduct a Lieutenant and Battalion Chief testing process. Final eligibility lists to be completed by January 15, 2023. Minimum qualifications will be maintained and both lists will be valid for two years.
- g. Future Items Calendar for Board of Trustees - Chief Horist stated there will be a swearing-in ceremony and public budget hearing before the July Board meeting.

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

- a. Discuss and Approve Resolution #2023-003 Bull Valley Property Surplus Real Estate - Attorney Jim Militello explained Resolution #2023-003 authorizes the sale of the Bull Valley property as a result of the new appraisal amount. The adopted Resolution will be published.  
  
***Motion to approve Resolution #2023-003 – Trustee Bennett. Second – Trustee Rodewald. Roll Call: Trustee Bennett – aye, Trustee Meyer – aye, Trustee Doherty – aye, Trustee Rodewald – aye. Motion passed 4 to 0.***
- b. Intergovernmental Agreement with Nunda Township for Tornado Siren - Chief Horist stated a new tornado siren was installed at Boone Creek Golf Club. Nunda Township has agreed to be a one-third partner with the purchase, installation and maintenance costs.  
  
***Motion to approve Intergovernmental Agreement with Nunda Township for Tornado Siren – Trustee Bennett. Second – Trustee Rodewald. Roll Call: Trustee Bennett – aye, Trustee Meyer – aye, Trustee Doherty – aye, Trustee Rodewald – aye. Motion passed 4 to 0.***

- c. License Agreement with Illinois Department of Natural Resources for Tornado Siren - Chief Horist stated the five year license agreement with the Illinois Department of Natural Resources has expired. A 10-year agreement was presented to the Board.

***Motion to approve License Agreement with Illinois Department of Natural Resources for tornado siren – Trustee Bennett. Second – Trustee Rodewald. Roll Call: Trustee Bennett – aye, Trustee Meyer – aye, Trustee Doherty – aye, Trustee Rodewald – aye. Motion passed 4 to 0.***

- d. Authorize Funding to Conduct Full-Time Lieutenant and Battalion Chief Promotional Process - Chief Horist stated the cost to conduct testing is based on an estimated seven candidates for Battalion Chief and 12 candidates for Lieutenant. Chief Horist requested the Board of Trustees approve the Fire Commissioner's recommendation to conduct a full-time Battalion Chief and full-time Lieutenant process at a cost not to exceed \$33,650.

***Motion to approve funding to conduct full-time Lieutenant and Battalion Chief promotional process – Trustee Rodewald. Second – Trustee Bennett. Roll Call: Trustee Bennett – aye, Trustee Meyer – aye, Trustee Doherty – aye, Trustee Rodewald – aye. Motion passed 4 to 0.***

IX. 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 4 to 0.***

Meeting moved to closed session at 7:20 p.m.

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

Open meeting resumed at 7:31 p.m. No action was taken during closed session. No further business to discuss.

X. Adjourn

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

The meeting adjourned at 7:32 p.m.

Respectfully Submitted,

  
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Robert J. Meyer, Secretary