

McHENRY TOWNSHIP FIRE PROTECTION DISTRICT
BOARD OF TRUSTEES
REGULAR MEETING MINUTES
3610 WEST ELM STREET, McHENRY, IL 60050
OCTOBER 19, 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 - Public comment was given by Dan Mitchell.
- V. Approval of Meeting Minutes – September 21, 2023

Motion to approve minutes of the September 21, 2023 Regular Board meeting – Trustee Meyer. Second – Trustee Bennett. On a voice vote, all ayes. Motion passed 5 to 0.

Approval of Special Meeting Minutes – October 12, 2023

Motion to approve minutes of the October 12, 2023 Special Board meeting – Trustee Meyer. Second – Trustee Doherty. On a voice vote, all ayes. Motion passed 5 to 0.

- VI. Presentation by Governmental Accounting, LLC – Certified Public Accountant James Howard gave a PowerPoint presentation regarding the district's financial analysis.
- VII. 2023 Tax Levy – Certified Public Accountant James Howard provided a PowerPoint presentation regarding the 2023 Tax Levy. The following points were made:
 - One tax levy option would be 5% without a black box.
 - Another tax levy option would be 7.5% with a black box.
 - MTFPD is currently 5% of the resident tax bill.
 - A Public Hearing would be held before the December Board meeting.

VIII. Treasurer's Report for the month of August

a. Accounts Payable/Payroll Approval

| | |
|--------------------|-----------------------|
| Accounts Payable | \$1,024,731.98 |
| Payroll | \$824,851.31 |
| Grand Total | \$1,849,583.29 |

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.

- b. Revenue review included payments received from the Illinois Municipal League for foreign fire insurance tax, a check from McHenry County for property taxes and ambulance transportation collections from Andres Medical Billing.

- c. The Board discussed the banking considerations which included one new purchase, one redemption, and three rollovers. The board authorized to wire transfer district funds in the amount of \$21,362.27 for Station 2 Remodel Project Payout #5. The authorization letter to Joe Busch was approved and signed. Financial statements for the month of October 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, Trustee Rodewald – aye. Motion passed 5 to 0.

IX. Chief's Report

- a. Operations: Deputy Chief Bush reported on call activity for the month of September. There were a total of 640 calls. Calls have an average 5:17 minutes response time. The number of calls for each station was reviewed. Crews responded to two structure fires during the month of September. Frequent incident addresses were reviewed. The district provided automatic aid two times and mutual aid 19 times. The district received automatic or mutual aid a total of five times. Currently there are 69 part-time employees, however, with four probationary employees and five members on leave of absence, only 60 are active. There was one retirement and two resignations during the month of September. 1256/1281 Jump Company responded to 70 calls. Shift Staffing percentages were reviewed. 83% of shifts ran with 13 or more paramedics.
- b. Training: Training information from September was included in the Board Packet.
- c. Fire Prevention Bureau: Bureau information from September was included in the Board Packet. Fire Prevention Bureau Director Brent Innes updated the Board on various development projects taking place throughout the district.
- d. Public Education: Information related to Public Education activities was included in the Board Packet. Chief Horist stated the Public Education Coordinator, Gwynne Finfrock will attend the November Board Meeting to provide an overview of Open House.
- e. Summertime Bonus Program – A summary of the 2023 Summertime Bonus Program was included in the Board Packet.
- f. Correspondence and Media Coverage included a thank you card from Bill Baehne's family, a thank you card from Johnsburg Jr. Skyhawk Cheerleaders, and a Northwest Herald article regarding a tornado siren installation within the district.
- g. Future Items Calendar for Board of Trustees - Chief Horist stated information regarding workers compensation and health insurance policy renewals will be presented at the November Board meeting, and one firefighter will be sworn in at the December Board meeting.

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

- a. Approval FY 2022-2023 Annual Audit – Chief Horist stated that Annual Audit was completed by certified public accountants Eccezion.

Motion to approve the FY 2022-2023 Annual Audit 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.

- b. Approval of Annual Treasurer’s Report – Attorney Jim Militello requested the Board approve the Annual Treasurer’s Report.

Motion to approve the Annual Treasurer’s Report as presented - Trustee Doherty. Second – Trustee Meyer. Roll Call: Trustee Bennett – aye, Trustee Meyer – aye, Trustee Miller – aye, Trustee Doherty – aye, Trustee Rodewald – aye. Motion passed 5 to 0.

- c. Natural Hazard Plan Resolution #2023-005 – Deputy Chief Bush stated the Natural Hazard Plan addresses natural hazards that may impact McHenry County. The adoption of the mitigation plan is a requirement of FEMA to be eligible for federal grant funds.

Motion to approve Natural Hazard Plan Resolution #2023-005 – 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.

- d. Electric & Natural Gas Contracts – Deputy Chief Spraker provided quotes for electric and natural gas. Due to the unstable energy market, providers will only quote a price that is valid for 24 hours. It was recommended to lock in rates now due to the possibility of increased rates in the future.

Motion to approve the recommendation of a 36-month fixed rate for Nicor Gas and Commonwealth Edison 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.

- e. Station #3 Carpet – Deputy Chief Spraker provided three quotes to replace the carpet at Station 3 and recommended Kenny’s Flooring.

Motion to accept the quote from Kenny’s Flooring – 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.

- f. PPE Purchase – Deputy Chief Spraker stated the department’s current turnout gear specification is 5 years old and needs to be updated. Deputy Chief Spraker requested the Board approve the purchase of 8 sets of turnout gear to evaluate the different brands and develop the next turnout gear specification.

Motion to approve the purchase of 8 sets of turnout gear as presented – 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.

- g. Approval of Illinois Shines Community Solar Agreement – Chief Horist stated community solar farms are becoming more common. As an alternative to installing solar panels on roofs, government entities and businesses subscribe to shares of a solar farm. Credits are applied to the utility bill based on how much electricity is generated. The subscription fee will be 90% of the bill credits, and the remaining 10% of the bill credits will be applied to the utility bill as a

savings credit for the given month. Subscription term is 15 years, and after five years the district may terminate the Agreement if the program is not beneficial.

Motion to approve the Illinois Shines Community Solar Agreement as presented – 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.

- h. Firefighter/Paramedic Lighting – Chief Horist stated Candidate #17 was given a conditional offer as a full-time firefighter/paramedic. The hiring process was halted as Candidate #17 is in the Army Reserve, and has been ordered to be deployed. Federal and State law requires the district to hold the position until Candidate #17 returns from deployment. Chief Horist requested permission to hire one additional firefighter/paramedic to fill a vacancy.

Motion to approve hiring one additional firefighter/paramedic – Trustee Bennett. Second – Trustee Doherty. On a voice vote, all ayes. Motion passed 5 to 0.

- i. Station 2 Exterior Lighting – This item was tabled.
- j. Station 2 Parking Lot – Deputy Chief Spraker presented a proposal from J. Condon & Associates, Inc. to replace the parking lot at Station 2. The district would be responsible for the bidding process. Work would start Spring 2024.

Motion to approve Station 2 parking lot rehabilitation project – Trustee Meyer. Second – Trustee Bennett. Roll Call: Trustee Bennett – aye, Trustee Meyer – aye, Trustee Miller – aye, Trustee Doherty – aye, Trustee Rodewald – aye. Motion passed 5 to 0.

XI. Closed Session

Motion to go into Closed Session for the purpose of discussing personnel pursuant to 5 ILCS 120/2(c)(1)(6) and (7). – Trustee Bennett. Second – Trustee Doherty. On a voice vote, all ayes. Motion passed 5 to 0.

Meeting moved to closed session at 8:03 p.m.

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

Open meeting resumed at 8:34 p.m.

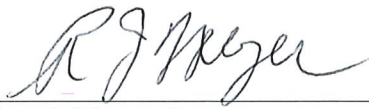
Motion to keep closed session minutes closed as the need for confidentiality still exists – Trustee Doherty. Second – Trustee Rodewald. On a voice vote, all ayes. Motion passed 5 to 0.

XII. Adjourn

Motion to adjourn – Trustee Miller. Second – Trustee Bennett. On a voice vote, all ayes. Motion passed 5 to 0.

The meeting adjourned at 8:35 p.m.

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "R J Meyer".

Robert J. Meyer, Secretary