

McHENRY TOWNSHIP FIRE PROTECTION DISTRICT  
BOARD OF TRUSTEES  
REGULAR MEETING MINUTES  
3610 WEST ELM STREET, McHENRY, IL 60050  
NOVEMBER 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. President Miller requested to move up action item H on the agenda. Discussion regarding boat ramp reimbursement proceeded.

*Motion to reimburse \$500 to Daniel Mitchell for attorney fees – Trustee Bennett. Second – Trustee Rodewald. Roll Call: Trustee Bennett – aye, Trustee Meyer – nay, Trustee Miller – nay, Trustee Doherty – abstain, Trustee Rodewald – aye. Motion failed 2 to 3.*

*Motion to not reimburse attorney fees to Daniel Mitchell – Trustee Miller. 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.*

- VI. Approval of Meeting Minutes – October 19, 2023

*Motion to approve minutes of the October 19, 2023 Regular Board meeting – Trustee Meyer. 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.*

- VII. Treasurer's Report for the month of November

- a. Accounts Payable/Payroll Approval

Accounts Payable	\$186,195.67
Payroll	\$488,444.67
<b>Grand Total</b>	<b>\$674,640.34</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.*

- b. Revenue review included a check from McHenry County for property taxes, a check from the City of McHenry for developer donation fees and ambulance transportation collections from Andres Medical Billing.
- c. The Board discussed banking considerations which included two new purchases and one redemption. The authorization letter to Joe Busch was approved and signed. Financial statements for the month of November 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.*

#### VIII. Chief's Report

- a. Operations: Deputy Chief Bush reported on call activity for the month of October. There were a total of 634 calls. Calls had an average 5:21 minutes response time. The number of calls for each station was reviewed. Crews responded to one structure fire during the month of October. Frequent incident addresses were reviewed. The district provided mutual aid 27 times, and the district received automatic or mutual aid a total of four times. Currently there are 65 part-time employees, however, with three probationary employees and seven members on leave of absence, only 55 are active. There was one retirement and two resignations during the month of October. 1256/1281 Jump Company responded to 70 calls. Shift Staffing percentages were reviewed. 84% of shifts ran with 13 or more paramedics.
- b. Training: Training information from October was included in the Board Packet.
- c. Fire Prevention Bureau: Fire Prevention Bureau information from October was included in the Board Packet. Chief Horist updated the Board on various development projects taking place within the district.
- d. Public Education: Information related to Public Education activities was included in the Board Packet. Public Education Coordinator, Gwynne Finrock provided an overview of Open House and additional activities taking place throughout the district.
- e. Pension Meeting Review - Deputy Chief Spraker updated the Board on the quarterly pension meeting. The current FPIF balance is \$9 million. The annual payment from the district has been deposited in the investment fund. The retirement of Battalion Chief Majercik was approved effective January 17, 2024.
- f. Strategic Planning – The current strategic plan expires this year. Five vendors were contacted to provide proposals. Two proposals were submitted for review. Chief Horist recommended interviewing both vendors. President Miller and Trustee Bennett will participate with the interview process.
- g. OSFM Small Tools Grant – Chief Horist stated the Office of the Illinois State Fire Marshal is providing grants up to \$26,000 to eligible departments to purchase small tools. MTFPD will be applying for the Small Tools Grant to help purchase turnout gear.
- h. Correspondence and Media Coverage included tax assessment reduction requests, a picture of blankets made by a resident, a thank you letter from a resident for a lift assist, a thank you letter from Woodstock Fire/Rescue District for assistance with multiple structure fires, and an email from MTFPD Lieutenant Chris Mann thanking the Board of Trustees for supporting the Dive Team.
- i. Future Items Calendar for Board of Trustees - Chief Horist stated one fulltime firefighter will be sworn in at the December Board meeting, and there will be a public hearing regarding the 2023 tax levy before the December board meeting.



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

- a. Discuss and Approve District 2023 Levy Amount – Chief Horist recommended the district seek a 7.5% levy. If approved, the black box will be published two weeks before the December Board Meeting. The Public Hearing will be at 6:45 p.m. on December 21, 2023.

***Motion to approve the 7.5% levy amount – 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.***

- b. Workers' Compensation Policy Renewal – Chief Horist stated the annual premium is quoted at \$302,139 which is a 5.5% increase from 2023. Illinois Public Risk Fund has reserved \$33,633 for MTFPD in the grant program. Chief Horist requested Board approval for renewing the Workers' Compensation Policy with Illinois Public Risk Fund.

***Motion to renew Workers' Compensation Policy with Illinois Public Risk Fund – Trustee Rodewald. 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. Automatic Aid Agreement with Woodstock Fire-Rescue District – Chief Horist stated Woodstock Fire-Rescue District requested MTFPD provide an ambulance in response to structure fires. The new Automatic Aid Agreement between MTFPD and Woodstock Fire-Rescue District would allow for individual Chiefs to modify aid requests.
- d. Automatic Aid Agreement with Cary Fire Protection District – Chief Horist stated Cary Fire Protection District is seeking an automatic fire mutual aid agreement with MTFPD. MTFPD would provide Cary Fire Protection District with a Truck and Chief in response to structure fires. It will be determined by what means Cary Fire Protection District will provide automatic fire mutual aid to MTFPD.

***Motion to approve the Automatic Fire Mutual Aid Agreements with Woodstock Fire-Rescue District and Cary Fire Protection District – 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.***

- e. Station 2 Exterior Lighting – Deputy Chief Spraker stated three vendors provided quotes and recommended Ron Jones Electric at a cost of \$8,500.

***Motion to approve quote from Ron Jones Electric at a cost of \$8,500 – 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.***

- f. 2028 Ambulance Purchase – Deputy Chief Spraker stated MTFPD currently has four ambulances on order. Two AEV ambulances are scheduled for delivery October 2024. Two Wheeled Coach ambulances are scheduled for delivery October 2025. Deputy Chief Spraker requested Board permission to go out to bid for two ambulances. Ambulance deliveries are currently taking between 3 ½ to 4 years. Bid results would be available at the March 2024 board meeting. Permission to go out to bid on two ambulances was granted.
- g. Health Insurance/Benefits Quote – The District's health insurance renewal proposal from United Healthcare was presented. United Healthcare showed a 7% increase, however, district

brokers lowered this to 3.5%. Rates were also requested from Blue Cross Blue Shield, Humana, and Aetna. Flexible Benefit also administers the Health Reimbursement Arrangement for full-time personnel that are enrolled in the high-deductible medical plan. The district's utilization of the Health Reimbursement Arrangement is under 25%. It was suggested to modify the reimbursement amount, so the district pays 50% starting with the first dollar.

***Motion to approve the 50/50 plan as presented – Trustee Rodewald. Second – Trustee Doherty. Roll Call: Trustee Bennett – nay, Trustee Meyer – aye, Trustee Miller – aye, Trustee Doherty – aye, Trustee Rodewald – aye. Motion passed 4 to 1.***

***Motion to approve the one-year plan with United Healthcare – Trustee Rodewald. 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 list of part-time employees that meet Affordable Care Act guidelines to be offered insurance options during open enrollment was included in the board packet.

Chief Horist stated the current dental and vision plans are with MetLife. MetLife is proposing a 5% rate increase on dental coverage. Vision coverage will remain the same. The district pays 100% of the dental premiums and vision premiums are paid entirely by the employee.

***Motion for the district to pay 100% of the vision premiums – Trustee Rodewald. Second – Trustee Meyer. Roll Call: Trustee Bennett – nay, Trustee Meyer – aye, Trustee Miller – aye, Trustee Doherty – nay, Trustee Rodewald – aye. Motion passed 3 to 2.***

***Motion to accept Metlife as the provider of dental and vision insurance – Trustee Rodewald. 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.***

Chief Horist stated that Flex cards are provided to the part-time employees. By Federal Law, Flex cards only cover dental and vision expenses. Maximum obligation to the district for 2023 is \$35,000. To date, a total of \$20,408 has been expended.

***Motion to approve the Flex card benefit for part-time employees – 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.***

h. Discuss and Possible Action Regarding Establishing a Salary Plan for the District – This item was tabled.

***Motion to table item H – Trustee Meyer. Second – Trustee Doherty. On a voice vote, all ayes. Motion passed 5 to 0.***

X. 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 8:01 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 8:30 p.m. No action was taken during closed session. No further business to discuss.

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 8:31 p.m.

Respectfully Submitted,

  
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Robert J. Meyer, Secretary