

Regular Meeting –Thursday, April 12, 2012  
Fire Station #3, Mitchell Dr., Plano, IL

Present: Anderson, Brummel, DeBolt, & Perkins  
Absent: Wade  
Department: Witek, A. Nadeau  
EMS:

Meeting was called to order at 7:10 p.m. by Brummel.

### **AGENDA**

Motion made by Brummel to accept the agenda with the moving NEW PERSONNEL & PROMOTIONS to just after the TRUSTEES REPORT, seconded by Perkins. All ayes, motion carried.

### **MINUTES**

Minutes for the March 8, 2012 meeting were reviewed; DeBolt made a motion to accept the minutes as written. Brummel seconded. All ayes, motion carried.

### **TREASURER'S REPORT**

Unpaid bills were presented. DeBolt made a motion to pay all bills. Brummel seconded the motion. All ayes, motion carried.

Check registers were presented to reflect the bills that had been paid between 04/12/12-05/09/12.

All bills will be paid by April 30, 2012. Anything in house will be paid to get them into this fiscal year. Newkirk will make sure enough money is transferred to cover all the bills plus payroll for year end. Brummel made a motion to allow year end bills to be paid and reviewed at the next meeting. DeBolt seconded the motion. All ayes, motion carried.

### **ATTORNEY'S REPORT**

### **CORRESPONDENCE**

### **TRUSTEES REPORT**

DeBolt and Wade discussed a couple things that are of concern. The major fire during the day had a lot of mutual aid and they wanted to know how many of our fire fighters responded to the call because it was during the day and thought that daytime response should be a consideration when putting any additional personnel on. Witek replied that there were 10-12 of our guys there but the size of the fire warranted the mutual aid response.

Wade had a major concern because his son required an ambulance on March 15<sup>th</sup> about 8:30 in the evening and he lives close to Station #3. His son called him and he went to his home from 2 W Main Street in downtown Plano and he beat the ambulance to his son's house. Ronning said he would look into it but the ambulance had to respond from Station #1.

### **NEW PERSONNEL & PROMOTIONS**

Alicia Pedrie has completed her probationary period and was present at the meeting to request the position of fire fighter. This is the new procedure that will be followed for all new hires. DeBolt made a motion to hire her, Brummel seconded the motion. All ayes, motion carried.

### **UNFINISHED BUSINESS**

- Lease #1 – Still need to stay on top of this issue but nothing happening right now.
- Refinancing the mortgages with Castle Bank will happen in two steps. Station #3 will take place later this month. It is with Castle so they are basically just dropping the interest rate. Station #2 will have to wait until we have the funds available so we don't have to pay the prepayment penalty. This should happen in June 2012.

- The Plano TIF District has been brought up again by the council and although the council members are split on the issue we need to stay on top of this because it could have an adverse effect on our tax levy.
- The new alarm monitoring systems are all in place and seem to be working well.
- There has been discussion about a new apparatus purchase. Jordan was present at the meeting and indicated that the committee is coming up with objectives, a timeline, & vehicle replacement plan.
- Perform semiannual review of all Minutes of Closed Sessions which have not been opened to the public to determine if some or all of those minutes may be opened for inspection (5 ILCS 120/2.06). Brummel is working on transcribing the minutes but he was absent from the meeting. This item will remain on the agenda until all the minutes have been approved.
- Review tape recordings of all closed session of the Board of Trustees and dispose of 18 months after the closed session minutes have been approved. This will start to take place 18 months after the review is done. Again we will have to get caught up and do this after our semiannual review.

## **NEW BUSINESS**

### **REPORT OF THE FIRE CHIEF AND COMMAND**

#### Fire

- Andres Billing Services has drafted a letter to waive the balances on ambulance bills not covered by insurance for residents of the district.
- Witek received the proposal for Mack & Associates to conduct the audit for this fiscal year. It will be put on next month's agenda to sign the engagement letter.
- Office Work in Plano is working with Nadeau to match the Office Depot pricing so the district can buy locally
- Trustees need to complete FOIA training online.
- Meeting dates for the 2012-2013 year need to be posted. We will keep it the 2<sup>nd</sup> Tuesday of the month at 7:00 p.m. We will start meeting downstairs at Station #1 so the rotation will include all 3 stations.
- The lawyers are working on title replacement for #322. We never received it but they have to have a court appearance in order to get it replace.
- Nadeau had a form for Kendall County taxes to be directly deposited. Anderson will sign it as treasurer.
- 329 has been on the market for over a year. We have been approached by a new resale company that the salesman is on BKFD. We will try to see if he can sell it for us.
- Witek is working out a deal with Verizon to allow key people to buy through LRFFPD at a discount.
- Part of the year end purchases will include a new computer for the command vehicle and a Blitz fire monitor.

#### EMS

- Numbers were distributed. Ronning made a presentation to purchase replacement cardiac monitors with AEDs built in and a lot more amenities. The cost will be \$112,386.00. DeBolt made a motion that we purchase them. Anderson seconded the motion. Roll call vote was taken:  

DeBolt – yes	Anderson – yes
Perkins – yes	Brummel – yes
4 ayes, 0 nays, 1 absent	MOTION CARRIED
- Information related to pay adjustments for next fiscal year were presented by Ronning. DeBolt made a motion to increase the capped employees 3.6% and the non-capped employees will continue to receive their incremental increases until they reach the cap. New hires will start at ±\$40,000 depending on experience. Perkins seconded the motion. Roll call vote was taken:  

DeBolt – yes	Anderson – yes
Perkins – yes	Brummel – yes
4 ayes, 0 nays, 1 absent	MOTION CARRIED

Logical Life Safety

- Numbers were distributed.

**PUBLIC TO ADDRESS THE BOARD**

**CLOSED SESSION**

**ADJOURNMENT**

Wade made a motion to adjourn at 9:40 p.m. Anderson seconded. All ayes, motion carried.