

NEW LENOX FIRE PROTECTION DISTRICT  
BOARD OF TRUSTEES MEETING  
DECEMBER 18, 2017

MINUTES OF THE REGULAR PUBLIC MEETING OF THE BOARD OF TRUSTEES OF THE NEW LENOX FIRE PROTECTION DISTRICT, COUNTY OF WILL, HELD AT FIRE STATION #1, 261 E. MAPLE STREET, NEW LENOX, ILLINOIS, IN SAID DISTRICT AT 7:00 P.M. ON MONDAY THE 18<sup>TH</sup> DECEMBER 2017.

Trustees Roll Call:

Trustee Minger	P
Trustee Sauter	P
Trustee Levey	P
Trustee DiFiori	P
Trustee McCollum	P

Others Present:

Chief Adam Riegel, Admin. Assistant Linda Baaske, Battalion Chief Chris Ward, Lt. Dan Vanek, Lt. Wes Lancaster, Mr. Jim Pitcairn, Mr. Marty Terlep.

The Monday meeting was called to order at 7:00 p.m. with a quorum present.

**PUBLIC COMMENTS**

None

**TREASURER'S REPORT**

Treasurer's Report for November 30, 2017. As of November 1, 2017, the beginning balance was \$3,264,302.36. The total receipts were \$172,071.62. The total disbursements were (\$713,399.90). The total ending cash balance as of November 30, 2017, was \$2,722,974.08. The payroll for December 1, 2017 was \$19,026.74. The payroll for December 8, 2017 was \$80,792.12. Accounts Payable for December 2017 total \$336,671.86. Cash on Deposit as of December 18, 2017, is \$2,286,483.36.

\*The balance on December 2016 was \$3,330,261.62. With this current balance, we will be out of funds possibly in April for sure in May.

A motion was made by Trustee McCullum seconded by Trustee DiFiori to approve the November's Treasurer's report as given and pay the outstanding bills for this month.

### **SECRETARY'S REPORT**

A motion was made by Trustee Sauter second by Trustee Levey to approve the minutes of the Public Meeting of the Board of Trustees of the New Lenox Fire Protection District on Monday, November 20, 2017.

### **FIRE CHIEF'S REPORT**

#### **Vehicle Report**

Ambulance 64 is out of at the dealer for an oil leak. It has been out of service for about 2 weeks and we expect to see it back in service this week.

Engine 63 is out of service at our shop for a radiator leak and a transmission issue.

#### **Facility Report**

The window replacement at Station 4 has been completed, Battalion Chief Randolph has inspected the work and is very happy with the quality of the work.

The phone system switch is in progress. We are about 90% complete and the switch has gone very well so far.

#### **Administration Report**

The department is at 4076 calls for service for the year and are 169 calls over last year's call total.

Report from Lt. Applegate on Grants

In October Marisa and Brian attended the Public Safety Grant Class. It was very informative in how to obtain funds. The speaker stressed corporate grants that are out there for public safety departments. We were given tips on how to prepare a grant, what to include and what not to include. We just received a \$500.00 grant from Dryer Vent Wizard to the public safety department. Moving forward our plan is to meet with the two (2) chiefs after January 1<sup>st</sup> to create a committee and decide what grants to apply for next year.

Trustee Minger requested a quarterly report from Brian/or Marisa with grant updates.

### **DEPUTY CHIEF'S REPORT**

None

## **OLD BUSINESS**

None

## **NEW BUSINESS**

- A. Consider and adopt Ordinance No. 250 submitting a rate increase referendum question to the voters for the election to be held March 20, 2018.

\*an increase of .2023% to .59% of the EAV, we will still be below all our neighboring departments\*

A motion was made by Trustee Sauter seconded by Trustee DiFiori to adopt Ordinance No. 250 submitting a rate increase referendum question to the voters for the election to be held March 20, 2018

### **ROLL CALL:**

Trustee DiFiori - Yea

Trustee Levey – Yea

Trustee Minger – yea

Trustee McCollum - Yea

Trustee Sauter - Yea

Motion carried by five (5) Ayes

- B. Accountant Change

Report by Trustee McCollum – he and Trustee Sauter met with the Chief and James Howard from the new accounting firm. After discussion and seeing all they can do for the District, we recommend going with them.

A motion was made by Trustee Sauter seconded by Trustee McCollum to approve the accounting firm change to Gov Accounting LLC.

### **ROLL CALL:**

Trustee DiFiori - Yea

Trustee Levey – Yea

Trustee Minger – Yea

Trustee McCollum - Yea

Trustee Sauter - Yea

Motion carried by five (5) Ayes



### **FIRE COMMISSIONER'S REPORT**

Mr. Jim Pitcairn reported the final list is posted. Congratulations to Trustee Minger, NLFPD and the Village of New Lenox on the Wreaths Across America program. \$20,000.00 was raised in New Lenox from the residents and businesses.

### **FOUNDATION REPORT**

Trustee McCullum reported the December pancake breakfast was well attended, and \$815.00 was collected in the boot. The Foundation discussed changing the date of the raffle but decided to keep it the same.

### **TRUSTEE COMMENTS**

**Trustee Sauter** – The Referendum will be voted on in March, if anyone would like to be on the committee to get this passed please contact me.

**Trustee McCollum** – With regards to the website I met with Chief Riegel and Marisa and discussed our options. I recommend going with Firehouse Solutions, there is a one-time design fee of \$795.00. A \$60.00 monthly fee and a \$35.00 domain renewal fee. We have tentatively budgeted \$1,550.00 for the website to be switched to a new company. Chief Riegel please move forward with the switch to Firehouse Design and report back at the January board meeting as to the status.

**Trustee DiFiori** – Merry Christmas and Happy New Year. Thanks to everyone for all the hard work.

**Trustee Levey** – I echo Tom's wishes. Thank you to the firemen for your participation at the Foundation Christmas Party, the Wreaths Across America event, Santa Clause visits, the pancake breakfasts and for coming to the meetings. This does not go unnoticed. Marisa has gone above and beyond working on many of the programs.

**Trustee Minger** – Thank you Firefighters for all your work with the Wreath's Across America program.

\*handout to the Trustee's and Union President\*

We ran for a referendum in 2006 and 2008. This flyer was handed out in 2008. You can see the board members listed on the flyer, three of us are still on the board today. At the time Bob Fronek was on the board, on October 8, 2008 Mr. Fronek attended a Chamber meeting and spoke for 11 minutes and 3 seconds on support for the referendum.

Tom Sauter and Bill McCollum should do the same.

Merry Christmas, thank you firefighters on your hard work with respect to the referendum committee.

**ROLL CALL: Monday, January 15, 2018.**

Trustee DiFiori - Yes

Trustee Levey – No

Trustee Minger – Yes

Trustee McCollum – Yes

Trustee Sauter – Yes

The next Board of Trustees meeting will be held Monday, January 15, 2018

**CLOSED SESSION**

A motion was made by Trustee Levey seconded by Trustee DiFiori to enter closed session at 7:35 p.m.

**ROLL CALL:**

Trustee DiFiori - Yea

Trustee Levey – Yea

Trustee Minger – Yea

Trustee McCollum - Yea

Trustee Sauter – Yea

Motion carried and board went into closed session at 7:35 pm.

**OPEN SESSION**

The Board of Trustees returned to open session at 8:15 p.m. with no action taken.

**ADJOURNMENT**

A motion was made by Trustee McCollum seconded by Trustee Levey to adjourn at 8:20 p.m.

**ROLL CALL:**

Trustee DiFiori - Yea

Trustee Levey – Yea

Trustee Minger – Yea

Trustee McCollum - Yea

Trustee Sauter – Yea

Motion carried and meeting was adjourned at 8:20 p.m.

Respectfully submitted,

A handwritten signature in dark ink, appearing to read "Linda Baaske", written over a horizontal line.

Linda Baaske  
Recording Secretary