

NEW LENOX FIRE PROTECTION DISTRICT  
BOARD OF TRUSTEES MEETING  
APRIL 15, 2019

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 15TH DAY OF APRIL 2019.

7:01 p.m. Break in the meeting for presentation from Wreath's Across America to Skip Minger and Tami Levey.

7:24 p.m. Meeting called to order.

Trustees Roll Call:

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

Others Present:

Attorney Tom Gilbert, Chief Adam Riegel, Battalion Chief Chris Ward, Lieutenant Tom VanTilburg, Firefighter Jereme Leahy, Firefighter Tom Comise, Linda Baaske, Mr. Jim Pitcairn, Mr. Marty Terlep, Accountant Brad O'Sullivan, Tim Hartnell, Bill Schreiber, Larry, Martin, Joe Foerilko, Bob Brown, Abraham Gomez, Daniel Sypien, Timothy Terrell, Hollie Minger, Marc Minger, Matt Minger, Dawn Minger.

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 March 31, 2019. As of March 1, 2019, the beginning balance was \$1,494,706.00. The total receipts were \$197,514.00. The total disbursements were (\$613,732.00). The total ending cash balance as of March 31, 2019, was \$1,078,488.00. The payroll for April 12, 2019 was (\$71,890.00). Accounts Payable for March 2019 total (\$385,731.00). Cash on Deposit as of April 15, 2019 is \$620,867.00.

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

**ROLL CALL:**

Trustee Minger - Yea

Trustee Sauter – Yea

Trustee Levey – Yea

Trustee DiFiori – Absent

Trustee McCollum - Yea

Motion carried with four (4) Yeas.

**ACCOUNTANT REPORT**

Brad O'Sullivan presented the Financial Report for March 2019, and the Financial Analysis for one (1) month ending March 31, 2019.

**SECRETARY'S REPORT**

Report given by Trustee Levey. A motion was made by Trustee Sauter second by Trustee McCollum to approve the minutes of the Public Meeting of the Board of Trustees of the New Lenox Fire Protection District on Monday March 18, 2019.

**ROLL CALL:**

Trustee Minger - Yea

Trustee Sauter – Yea

Trustee Levey – Yea

Trustee DiFiori – Absent

Trustee McCollum - Yea

Motion carried with four (4) Yeas.

**FIRE CHIEF'S REPORT**

**Vehicle Report**

One Engine has been out of service all month. We hope it will be back in service this month. BC Ward and the Apparatus Committee worked extremely hard this past week reviewing the twelve (12) engine bids.

### **Facility Report**

BC Randolph is still working with the vendor on the bathrooms at station 4. The flooring replacement at station 4 & station 1 are all done.

### **Administration Report**

We recently hired six (6) district fire fighters and two (2) have resigned.

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

- Chief Riegel reported for Deputy Chief Turner, we currently have thirty (30) buildings and/or tenant build-outs in various stages of construction.
- Marisa did eleven (11) car seat installs.
- For the month of March our educational Facebook posts reached a total of 17,233 people.

### **OLD BUSINESS**

None

### **NEW BUSINESS**

- A. Discussion and possible action on Village Loan Repayment  
Chief Riegel and Accountant James Howard suggest the following options.

1. 4-year repayment: \$100,000, \$100,000, \$100,000, \$150,000
2. 5-year repayment: \$100,000, \$100,000, \$100,000, \$100,000, \$150,000

Trustee Sauter recommends the 4-year repayment plan.

Chief Riegel will draft a letter to the Mayor with the repayment plan.

A motion was made by Trustee Levey seconded by Trustee Sauter to approve the 4-year Village Loan Repayment Plan.

### **ROLL CALL:**

Trustee Minger- Yea

Trustee Sauter – Yea

Trustee Levey – Yea

Trustee DiFiori – Absent

Trustee McCollum - Yea

Motion carried with four (4) Yeas.



B. Resolution No. 19-01 Dissolving the Lincolnway Public Safety Communication Center.

A motion was made by Trustee Sauter seconded by Trustee Levey to approve Resolution No. 19-01 Dissolving the Lincolnway Public Safety Communication Center.

**ROLL CALL:**

Trustee Minger- Yea

Trustee Sauter – Yea

Trustee Levey – Yea

Trustee DiFiori – Absent

Trustee McCollum - Yea

Motion carried with four (4) Yeas.

C. Discussion on Laraway Dispatch

Chief Riegel presented twelve (12) calls to the Board that were incorrectly dispatched by Laraway. These calls all occurred in the past few months vs. 2 or 3 incorrect calls for an entire year with our previous dispatch center. The Lincolnway Chief's have met and discussed these issues. Us and Frankfort have the worst problem, but we also have more calls than the other fire departments.

Frankfort Fire Department is leaving Lincolnway Dispatch and moving to Orland Dispatch. Chief Riegel and BC Randolph met with Orland Dispatch there is no fee for them to do an assessment of our needs. They also met with Wescom Dispatch and they charge \$3,000.00 to do an assessment, if we choose to go with them that fee is deducted off the first month's invoice.

Trustee Levey – we have a new multimillion-dollar facility and can't get dispatched to the right location. After the problems are reported to the dispatch director nothing is being done to correct the problems. We seriously need to investigate other options.

Trustee Sauter – obviously the staff is poorly trained. We need to send a letter stating that things need to improve in thirty (30) days, by our next board meeting of May 20<sup>th</sup>.

Trustee McCollum – we have a zero tolerance for these kind of mistakes in this line of work.

D. Discussion and Possible Action of Engine Purchase

We received twelve (12) bids, after careful review our Apparatus Committee recommends: Option A from Global Emergency Products (Pierce) for \$488,441.00. They met 100% of the RFP requirements and the lowest bidder.

A motion was made by Trustee Sauter seconded by Trustee McCollum to approve the purchase of an Engine as bided: Option A from Global Emergency Products for \$488,441.00.

E. Discussion and Possible Action of Engine and Ambulance Loans

We received two (2) loan term sheets as follows:

1. Old Plank Trail Bank

- Ambulance Loan of \$350,000 for 3 years @ 3.85% or 4 years @ 3.9%
- Engine Loan of \$550,000 for 6 or 7 years @ 4.0%
- Total of both loans not to exceed \$850,000

2. Town Center Bank

- Ambulance Loan of \$300,000 for 3 or 4 years @ 3.75%
- Engine Loan of \$600,000 for 7 years @ 4.24%

Chie Riegel met with Accountant James Howard and recommends:

- Old Plank Trail Bank  
Ambulance Loan for 4 years @ 3.9%  
Engine Loan for 7 years @ 4.0%  
Note: We will save \$3,800.00 over all

A motion was made by Trustee Sauter seconded by Trustee McCollum to approve the Ambulance and Engine loan financing with Old Plank Trail Bank.

**ROLL CALL:**

Trustee Minger- Yea

Trustee Sauter – Yea

Trustee Levey – Yea

Trustee DiFiori – Absent

Trustee McCollum - Yea

Motion carried with four (4) Yeas.

**FIRE COMMISSIONER'S REPORT**

Jim Pitcairn reported at their last meeting they hired six (6) District Firefighters, since that time two (2) have resigned. Their next meeting is tomorrow night.

They have heard nothing on the 2019 Eligibility List other than having to interview everyone that passes the test which could be around 80 candidates.

### **FOUNDATION REPORT**

Tim Hartnell reported this was their most successful Raffle with net proceeds exceeding \$30,000.00. The three (3) winners were all New Lenox residents. He thanked the Trustees for their support and the district for helping with the Raffle. Their next project will be the controlled burn which they are discussing moving to Family Fun Day held at Station 1.

### **TRUSTEE COMMENTS**

**Trustee Levey** – Thanked the crews for all their hard work and all the additional committees they are on.

**Trustee Sauter** – None

**Trustee McCollum** – We attended Trustee Training and were able to share fellow ideas.

**Trustee Minger** – To the rank and file know that the Trustees are serious about the dispatching issues.

### **ROLL CALL: Monday, May 20, 2019.**

Trustee Minger - Yea

Trustee Sauter – Yea

Trustee Levey – Yea

Trustee DiFiori – Absent

Trustee McCollum - Yea

The next Board of Trustees meeting will be held Monday, May 20, 2019.

### **CLOSED SESSION**

A motion was made by Trustee Levey seconded by Trustee McCollum to enter closed session at 8:06 p.m.

### **ROLL CALL:**

Trustee Minger - Yea

Trustee Sauter – Yea

Trustee Levey – Yea

Trustee DiFiori – absent

Trustee McCollum – Yea

Motion carried, and board went into closed session at 8:06 pm.

**OPEN SESSION**

The Board of Trustees returned to open session at 8:45 p.m. with no action taken.

**ADJOURNMENT**

A motion was made by Trustee Levey seconded by Trustee Minger to adjourn at 8:46 p.m.

**ROLL CALL:**

Trustee Minger - Yea

Trustee Sauter – Yea

Trustee Levey – Yea

Trustee DiFiori – absent

Trustee McCollum – Yea

Motion carried, and meeting was adjourned at 8:46 p.m.

Respectfully submitted,



Linda Baaske

Recording Secretary