

NEW LENOX FIRE PROTECTION DISTRICT  
BOARD OF TRUSTEES MEETING  
JULY 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 JULY 2019.

Trustees Roll Call:

Trustee Minger	P	
Trustee Sauter	P	
Trustee Levey	P	
Trustee DiFiori	A	Arrived at 7:37 p.m.
Trustee McCollum	P	

Others Present:

Attorney Tom Gilbert, Chief Adam Riegel, Deputy Chief Dan Turner, Battalion Chief Dennis Randolph, Lieutenant Brian Applegate, Linda Baaske, Mr. Marty Terlep, Accountant Brad O'Sullivan, Heidi Hermes, Ed Matteson, Denise Pavlik.

The Monday meeting was called to order at 7:07 p.m. with a quorum present.

**PUBLIC COMMENTS**

None

**TREASURER'S REPORT**

Treasurer's Report for June 30, 2019. As of June 1, 2019, the beginning balance was \$1,370,501.00. The total receipts were \$3,602,258.00. The total disbursements were (\$1,331,354.00). The total ending cash balance as of June 30, 2019, was \$3,641,405.00. The payroll for July 5, 2019 was (\$93,207.00). Accounts Payable for July 2019 total (\$453,622.00). Cash on Deposit as of July 15, 2019 is \$3,094,577.00.

A motion was made by Trustee McCollum seconded by Trustee Levey to approve the June 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.

Chief Riegel stated that Accountant James Howard recommended that we pay back the TAWS loan. That then triggers repayment to the village.

**ACCOUNTANT REPORT**

Bran O’Sullivan presented the Financial Report for June 2019, and the Financial Analysis for one (1) month ending June 30, 2019.

**SECRETARY’S REPORT**

Given by Trustee Joe 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 June 17, 2019.

**ROLL CALL:**

Trustee Minger - Yea  
Trustee Sauter – Yea  
Trustee Levey – Yea  
Trustee DiFiori – Absent  
Trustee McCollum - Yea

Motion carried with four (4) Yeas.

A motion was made by Trustee McCollum second by Trustee Sauter to approve the minutes of the Special Public Meeting of the Board of Trustees of the New Lenox Fire Protection District on Monday June 21, 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**

In your packets are pictures of the engine we purchased. The engine will be ready the beginning of September, which is good since station 4 had to run in the pick-up and tender because we are down one (1) engine.

The ambulance will be ready the 1<sup>st</sup> or 2<sup>nd</sup> week of September. We will need the checks in August. Old Plank Trail Bank gave us a new rate of 3.3% with the same conditions until December 31<sup>st</sup>.

### **Facility Report**

The bathroom at Station 4 is done. The project took too long but is a quality project.

### **Administration Report**

We're working with Kurtz to stabilize personnel; we have lost a lot. Three (3) full time guys started today.

## **DEPUTY CHIEF'S REPORT**

We currently have 39 buildings and/or tenant buildouts in various stages of construction. False alarm fees received to date are \$1,520.00, plan review fees are \$6,398.00 and Land Extraction fees are \$19,624.28

In June we hosted a three-day babysitting academy. Our educational Facebook posts reached 12,982 people.

## **OLD BUSINESS**

### **A. Discussion/Possible Action on Dispatch Center**

Reported by Director Denise Pavlik.

- On July 4<sup>th</sup> at 3:13 am there was a center outage. It took two (2) hours for all systems to be functional. ComEd had a transformer in Manhattan blow. The UPS battery ran out after two (2) hours. No notification was given to Lincolnway.
- They have already taken actions to correct this issue, so this never happens again.
- Notifications are now in place for power issues.

- Alarm Board – there were no fire alarms being monitored for the two hours the power was out as all systems are on the same power supply.
- Current staffing is 42. They just hired 5 new staff members of the 39 that tested.
- June call answering fell below the NFPA standards.
- The 9-1-1 Office still does the updates. They planned on updating every other month instead of every month. Which is why updates are taking so long to be done.

Trustee Minger asked with our loyalty to the center, if we stay and 2 or 3 agencies leave will our agency see a price increase?

Denise stated that has been discussed but nothing has been passed by their board.

Trustee Levey stated thank you for coming to this meeting. We met with the 9-1-1 office and there seems to be an issue with CAD tickets.

Denise stated that CAD tickets aren't always opened. Sometimes only a phone call from their department to the other is made.

#### B. Discussion/Possible Action on Kurtz Contract

Presentation by Ed Matteson.

- Staffing challenges – National shortage of paramedics.
- Convert a few paramedic positions into EMT's currently going to school
- Retention problem

Trustee Levey stated there was a meeting with Chief Riegel, Heidi, Ed and an AMR Executive where all these issues were discussed.

Chief Riegel recommends Feature 1 for \$2,358,000.00 (raises base pay by \$2,500.00)  
This will be back dated to May 1, 2019. Final contract to be sent to the board.

A motion was made by Trustee Sauter seconded by Trustee Levey to approve the Kurtz Contract Feature 1 for \$2,358,000.00.

#### **ROLL CALL:**

Trustee Minger - Yea

Trustee Sauter – Yea

Trustee Levey – Yea

Trustee DiFiori – Yea

Trustee McCollum - Yea

Motion carried with five (5) Yeas.

## **NEW BUSINESS**

### **A. Approve FY2018 District Audit**

Trustee McCollum requested that the Management Letter be included.

A motion was made by Trustee DiFiori seconded by Trustee Sauter to approve the FY2018 District Audit.

### **ROLL CALL:**

Trustee Minger - Yea

Trustee Sauter – Yea

Trustee Levey – Yea

Trustee DiFiori – Yea

Trustee McCollum - Yea

Motion carried with five (5) Yeas.

### **B. Discussion/Possible Action on Resolution for Repayment to IDOT**

Per Chief Riegel the payment will be broken down into two (2) payments of \$9,657.29.

The first payment this fiscal year and the next in January.

A motion was made by Trustee DiFiori seconded by Trustee Sauter to approve Resolution 19-02 Repayment to IDOT.

### **ROLL CALL:**

Trustee Minger - Yea

Trustee Sauter – Yea

Trustee Levey – Yea

Trustee DiFiori – Yea

Trustee McCollum - Yea

Motion carried with five (5) Yeas.

### **C. Discussion/Possible Action on Image Trend**

Per Chief Riegel this is our reporting software that we have been using for five (5) years. We currently pay \$12,110.00 per year. If we go in with Frankfort, Mokena and Manhattan Fire Districts we can get a lower cost of a one-time buy in of \$19,194.00 and \$8,000.00 per year. This would also include upgraded services we currently don't have.

Per Trustee Minger table until next month, he would like to see a hard copy of the agreement.

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

Marty Terlep reported on their July 2<sup>nd</sup> meeting. Kevin Kolosh is President. Chmura, Duda and Ledesma were voted for employment.

### **FOUNDATION REPORT**

Reported by Trusted McCollum. Family Fun day is August 3<sup>rd</sup> where the beef cook off will be held. All the sandwiches will be free. The Foundation needs to raise \$3,000.00 in sponsors by July 23<sup>rd</sup> or it will be cancelled. Tentatively Senator Hastings will be at their July 30<sup>th</sup> meeting. A new director Dan Broadhurst was added to the Foundation.

### **TRUSTEE COMMENTS**

**Trustee DiFiori** – Sorry I was late.

**Trustee Levey** – Thank you all for your hard work in the hot weather conditions. Thanked Bill for attending the Wescom meeting with him.

**Trustee Sauter** – None.

**Trustee McCollum** – The tour of Wescom was very enlightening, I look forward to the tour of Lincolnway.

**Trustee Minger** – To the rank and file thank you for all you do, keep up the good work. There was an article about a 2-year-old boy who got to tour a station. One of the Firefighters took pictures and sent them to the dad. The Board appreciates what you did.

### **ROLL CALL: Monday, August 19, 2019.**

Trustee Minger - Yea

Trustee Sauter – Yea

Trustee Levey – Yea

Trustee DiFiori – Yea

Trustee McCollum - Yea

The next Board of Trustees meeting will be held Monday, August 19, 2019.

### **CLOSED SESSION**

A motion was made by Trustee Levey seconded by Trustee McCollum to enter closed session at 8:34 p.m.

**ROLL CALL:**

Trustee Minger - Yea  
Trustee Sauter – Yea  
Trustee Levey – Yea  
Trustee DiFiori – Yea  
Trustee McCollum – Yea

Motion carried, and board went into closed session at 8:34 pm.

**OPEN SESSION**

The Board of Trustees returned to open session at 9:11 pm with the following action taken.

A motion was made by Trustee Levey seconded by Trustee Minger to authorize the destruction of closed meeting recordings older than 18 months of age.

**ROLL CALL:**

Trustee Minger - Yea  
Trustee Sauter – Yea  
Trustee Levey – Yea  
Trustee DiFiori – Yea  
Trustee McCollum - Yea

Motion carried with five (5) Yeas.

**ADJOURNMENT**

A motion was made by Trustee McCullum seconded by Trustee Levey to adjourn at 9:12 p.m.

**ROLL CALL:**

Trustee Minger - Yea  
Trustee Sauter – Yea  
Trustee Levey – Yea  
Trustee DiFiori – Yea  
Trustee McCollum - Yea

Motion carried, and meeting was adjourned at 9:12 p.m.

Respectfully submitted,

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Linda Baaske  
Recording Secretary