



HUNTLEY FIRE PROTECTION DISTRICT

11808 Coral Street PO Box 517 Huntley, Illinois 60142
P 847-669-5066 F 847-669-0139

**Regular Meeting of the
Huntley Fire Protection District
Board of Trustees
Held the 21st Day of January, 2020
At the District's Station Four**

Trustee Brown called the Regular Meeting of the Board of Trustees to order. Roll call noted, present were Trustee Brown, Trustee Bayser, Trustee Saletta, Trustee Davis and Trustee Mahoney. Also present were Chief Ravagnie, Deputy Chief Schlick, Lieutenant Bentley, Lieutenant Harders, Lieutenant Levendoski, Lieutenant Madziarek, Attorney Karl Ottosen, Administrative Professional Cane and Recording Secretary Piszczor. The meeting opened at 5:30PM.

The meeting participants stood for the Pledge of Allegiance.

Public Comments: None

Presentations: Chief Ravagnie called Zachary Shannon forward. Zachary Shannon started with the District in 2015 as a part time employee. Commissioner Olson gave the Oath of Office. Zachary's wife pinned his badge and then he introduced his family. When he is off probation his badge number will be 86.

Connor Lemcke was called forward. Connor Lemcke started with the District as a part time employee in October 2018, he just got off probation as a part time employee. Commissioner Palermo gave the Oath of Office. His mom pinned his badge and he introduced his family. When he is off probation his badge number will be 87.

The Board took a refreshment break at 5:42PM. The meeting resumed at 5:49PM.

Continuing with presentations, Tom Sawyer from Sawyer/Falduto gave an update of the Huntley Accounts, a copy of the report is in the Board packet. We had a good meeting with the Pension Board. Chief Ravagnie, Administrative Professional Piszczor and I got some things organized regarding cash flow. The District had a good quarter and a good year. Any questions? No, thank you for all you do!

Trustee Saletta motioned to approve the Treasurers Report and Accounts payable in the amount of \$1,738,541.53 seconded by Trustee Bayser. Roll call noted, all voting members yes, motion passed.

Milford Brown	Bonnie Bayser	James Saletta	John Davis	Joseph Mahoney	Scott Ravagnie
President	Secretary	Treasurer	Trustee	Trustee	Fire Chief

Trustee Davis motioned to approve the Lauterbach and Amen Report which is in the Board packet seconded by Trustee Bayser. Roll call noted, all voting members yes, motion passed.

Trustee Bayser motioned to approve the Special Board Meeting Minutes of December 9, 2019 as distributed seconded by Trustee Davis. Roll call noted, all voting members yes, motion passed.

Trustee Bayser motioned to approve the Closed Special Board Meeting Minutes of December 9, 2019 and keep them closed seconded by Trustee Mahoney. Roll call noted, all voting members yes, motion passed.

Trustee Bayser motioned to approve the Regular Board Meeting Minutes of December 17, 2019 as distributed seconded by Trustee Davis. Roll call noted, all voting members yes, motion passed.

Trustee Bayser motioned to approve the Closed Board Meeting Minutes of December 17, 2019 and keep them closed seconded by Trustee Saletta. Roll call noted, all voting members yes, motion passed.

Trustee Bayser motioned to approve and accept the review of the Closed Board Meeting Minutes of the past 6 month and continue to keep the minutes closed seconded by Trustee Davis. Roll call noted, all voting members yes, motion passed.

Correspondence: None

Attorney Report: Trustee Saletta motioned to approve Resolution 2020-01 Auto Aid with Crystal Lake seconded by Trustee Davis. Roll call noted, all voting members yes, motion passed.

We received a Tax Objection for the Huntley Fire Protection District. Their claim is that we don't need to have the money that we have on hand. We will show what we spent on capital the last 12 months and what we will spend in the next 12 months.

As for marijuana, for non-sworn personnel you can say they have so many hours before work to use it. Sworn members should not be allowed to use it on or off duty. You should make Zero Tolerance part of Collective Bargaining. The District can't reject a potential Fire-Medic candidate if they test positive for marijuana the suggestion is to not test for it for new hires.

Chief Ravagnie gave the General Report. In 2019 we had a total of 5,438 calls. In 2018 we had 5,427 we are surprisingly up only 11 calls from last year. Lieutenant Bentley has started collecting data for the Annual Report. Station 1 construction, the steel is up and they should be finishing welding by next week. They have done a lot of work on the inside. The mechanic's area is enclosed, we are waiting for garage doors. Station 1 is still on schedule for completion in the fall of 2020. They have been working very hard on Station 5, it should be finished by March. The new engine should arrive the end of February 2020. ETSB is going to reimburse the District \$20,000 per station for the station alerting system which is a total of \$100,000. They are also going to reimburse us for our Starcom Radios and usage fees for 2019 and 2020. The reimbursements are happening through a grant. We are attending the Basic Operation Recognition dinner on Thursday, February 5, 2020 for 5 graduates. Deputy Chief Schlick announced that our ISO rating when down to a 2 from a 3. We didn't get a rating of 1 because of the water systems in the villages in our District. We also took a hit because SEECOM doesn't ask specific questions like "where is your pain?" We will work on what we can to try and improve the situation. The Village of Gilberts is using 2003 building codes and ISO uses the

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lowest year. The rural rating remains the same at a 5 and 10. There was some discussion.

Lieutenant Levendoski gave the Alarm Response and Training Report which is in the Board packet. We had 466 calls for the month of December which is an increase of 121 from 2018. Interestingly, at the end of June we were up 300 calls from the previous year but we really dropped down finishing only 11 calls ahead of 2018. For the year, 90% of our calls had a turnout time of 2.12 seconds, I believe the automatic vehicle location system has something to do with it. Lieutenant Levendoski went over the submission for the Annual Report for training which is in the Board packet. Any questions? Are we breaking even with the tower regarding the expenses? Yes for the most part, with the exception of the maintenance that had to be completed last year.

Lieutenant Harders gave the EMS Dispatches and Hospitals Report which is in the Board packet. The numbers are pretty much the same from last year to this year. We are preventing the numbers from escalating due to training. We are doing CPR this month for the Staff. We are hosting an EMT class in February, we currently have 4 students enrolled. We are focusing on our interns and getting them trained up. We had a pediatric arrest on Saturday, the baby had a pulse by the time we got him to the hospital. We had a call to a company on Smith Drive, a semi-trailer fell off the jack with a worker under it. The crews did a great job. The numbers for patient assists and falls are separate calls and are not interchangeable. We had one issue with Sherman Hospital, we addressed it and they said we did it correctly. Huntley Hospital was on by-pass for about 72 hours. There was some discussion.

Lieutenant Madziarek gave the Fire Prevention Report is in the Board packet. The Moore House Bed & Breakfast plans were approved today. Street Slice Café is moving into the building with Morkes. Terrace Hill Golf Course is becoming the Trails Wood Creek which will be a single family home subdivision.

Lieutenant Bentley gave the Public Education which is in the Board packet. We purchased a Google account for use with the new App that the high school is developing. Over the last three school days, 630 kids from grades 3, 4 and 5 played the Jeopardy program on fire safety. The kids seemed to enjoy it. The next advisory meeting with Alden Rehab is February 20th. We submitted 5 years of data to the NFPA Risk Reduction program for our Dashboard. The Fall Prevention Program starts March 3rd. Every other month starting in February we will be reading at Culver's. We are working with the HAART group to merge our calendars so we aren't duplicating our efforts for community outreach events. We raised \$2,444 from the Red Kettle Challenge in front of Jewel. We received \$23,180 for all departments in McHenry County. We will have a 12 page Annual Report which we should have done by the March Board meeting.

The customer service surveys have a return rate of 48%.

Deputy Chief Schlick gave the Facilities Report which is in the Board packet.

Chief Ravagnie gave the Apparatus Maintenance Report which is in the Board packet. The air conditioner compressor went out on 953. The repair will be finished first thing in the morning. Rob Territo now has a spot with heat at the Annex to do some work.

Chief Ravagnie gave the Committees Report. The Insurance Committee Meeting was moved to February. We will be meeting with Labor Management for the beginning of negotiations on Monday,

January 27, 2020 at 8AM. Trustees Bayser and Davis will be in attendance. Trustee Saletta is the alternate. The Union will get us a packet of what they are looking for and a list of what they want to work on regarding verbiage. The Foreign Fire Tax Board Committee meets tomorrow.

There is nothing new with SEECOM.

The Board of Commissioners met tonight regarding the RFP for the Battalion Chief Test. We would like to start it in June. Currently we have only one actor, which equates to a lot of overtime.

We received a check in the amount of \$2,052 from Fire Cost Recovery.

We are applying for a small tools grant with the Office of the State Fire Marshal for electric extrication tools.

On January 14 Deputy Chief Schlick and Chief Ravagnie attended the "State of Huntley" presentation at Huntley High School. There will be a meeting on March 10, 2020 with all the presidents of the various Boards in Huntley. On May 11, 2020 all the Board members from the various Boards will meet at 7:00PM at the park district. We will give a 5 minute overview of the District. Attorney Ottosen said each group can take their own minutes.

Other: We still have 3 employees on disability. Fire-Medic Pollnow is doing great after surgery and is hoping at coming back in March. Lieutenant Liggett is scheduled for surgery this Friday and will be out for 6-8 months for recovery. We received an email from IPRF regarding Fire-Medic Kenik stating that he is getting an injection and an independent medical evaluation.

Chief Ravagnie asked the Board if they want him to come to the Board with every spending request individually or can he spend up to his limit of \$5,000 without making a request? He will put copies of everything in the Board packet that was spent. Was furnishing the stations included in the money set aside for the building of the stations? The money we set aside did not have anything to do with furnishing the stations. The Board said you can spend the \$5,000 without approval as long as you let us know what you spent.

Trustee Bayer motioned to approve Best Buy Automotive Equipment for a truck tire changer in the amount of \$5,495.00 seconded by Trustee Mahoney. Roll call noted, all voting members yes, motion passed.

Trustee Bayser motioned to approve Air One Equipment for \$6,101.80 for small tools for the new engine and reserve engine seconded by Trustee Davis. Roll call noted, all voting members yes, motion passed. The final cost for all supplies will be around \$30,000.

Trustee Bayser motioned to approve the invoice from Dreamseat for \$13,455.42 for stools and chairs for Stations 1 and 5 seconded by Trustee Davis. Roll call noted, all voting members yes, motion passed. We ordered 40 office chairs and 11 bar stool chairs. Bids have been sent and received.

Trustee Saletta motioned to approve Working Fire Furniture & Mattress Co., Inc. for 14 recliners not to exceed \$11,550.00 seconded by Trustee Davis. Roll call noted, all voting members yes, motion passed.

Trustee Davis motioned to approve Mattress Firm in the amount of \$3,099.00 for 6 mattresses seconded by Trustee Mahoney. Roll call noted, all voting members yes, motion passed.

Trustee Davis motioned to approve Air One in the amount of \$1,898.00 for a gas monitor seconded by Trustee Bayser. Roll call noted, all voting members yes, motion passed.

Trustee Saletta motioned to approve Grand Appliance in the amount of \$5,841.00 for Station 5 appliances seconded by Trustee Bayser. Roll call noted, all voting members yes, motion passed.

Trustee Saletta motioned to approve Life Fitness in the amount of \$19,998.41 for half of the fitness equipment seconded by Trustee Bayser. Roll call noted, all voting members yes, motion passed. We will ask the Foreign Fire Tax Committee for funds for the additional equipment needed.

Trustee Bayser motioned to approve US Digital Designs in the amount of \$23,570.03 for the station alerting system seconded by Trustee Davis. Roll call noted, all voting members yes, motion passed.

Trustee Davis motioned to approve Factor Electric, Inc. in the amount of \$4,524.00 to switch out all the lights to LED at Stations 2 and 3 seconded by Trustee Bayser. Roll call noted, all voting members yes, motion passed. They will also do some electrical work at Station 3 for a Cascade System. We currently have to buy bottles. We will mount it at Station 3 so Stations 5 and 3 won't have to come in to town to fill bottles.

Old Business: None

New Business: Trustee Saletta motioned to approve the Revised 2020 Board of Trustee Regular Meeting Dates and Times seconded by Trustee Mahoney. Roll call noted, all voting members yes, motion passed.

Barrington Fire Department will be handling the Camp I Am Me License Plates this year. Trustee Saletta thanked Administrative Professional Maria Piszczor for being the administrator of the Camp I Am Me License Plates for the past 11 years.

Trustee Saletta motioned to close the Regular Meeting of the Board of Trustees seconded by Trustee Bayser. Roll call noted, all voting members yes, motion passed and the meeting closed at 7:17PM.

President Milford Brown

Secretary Bonnie Bayser

Milford Brown	Bonnie Bayser	James Saletta	John Davis	Joseph Mahoney	Scott Ravagnie
President	Secretary	Treasurer	Trustee	Trustee	Fire Chief



HUNTLEY FIRE PROTECTION DISTRICT

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**Regular Meeting of the
Huntley Fire Protection District
Board of Trustees
Held the 18th Day of February, 2020
At the District's Station Four**

Trustee Brown called the Regular Meeting of the Board of Trustees to order. Roll call noted, present were Trustee Brown, Trustee Bayser, Trustee Saletta and Trustee Mahoney. Also present were Chief Ravagnie, Deputy Chief Schlick, Lieutenant Bentley, Lieutenant Harders, Lieutenant Levendoski, Lieutenant Madziarek, Attorney Miller and Administrative Professional Cane. Not present was Trustee Davis. The meeting opened at 9:00AM.

The meeting participants stood for the Pledge of Allegiance.

Public Comments: None

Presentations: None

Treasurer's Report: Trustee Saletta motioned to approve the Treasurers Report and Accounts Payable in the amount of \$988,691.79, seconded by Trustee Bayser. Roll call noted and all voting members voted yes. The motion was passed.

Trustee Brown motioned to approve the Lauterbach and Amen Report which is in the Board packet, seconded by Trustee Bayser. Roll call noted and all voting members voted yes. The motion was passed.

Review and Approval of Minutes: Trustee Bayser motioned to approve the Regular Board Meeting Minutes of January 21, 2020 as distributed seconded by Trustee Mahoney. Roll call noted and all voting members voted yes. The motion was passed.

Correspondence: None

Attorney Report: Attorney Miller said it was good to be back. One thing to talk about is pension consolidation. Carolyn went to meetings on the process. They have 30 months from January 1st, 2020 to make a request. We don't anticipate getting one for another two years. What will happen first? Is the pension fund going to force litigation or sue? When we get actuary report, Attorney Miller has thoughts on how to do the levy. We are in the high 80s. This is still a high number, but we may be in the 90s and not have to change anything. When Carolyn does the report we will get a copy of it. We think the state wants to fund the funds fast. They anticipate the larger funds will not do it. They do not have an Executive Director yet. They just put out RFP for Executive Director. There was some discussion.

General Report: We are currently at 728 calls, 50 calls down from last year. Last year took off the first two months. Maria's last day was yesterday, and it was a good turnout. It was one of the biggest days we've had because Comcast was in and we got a new phone system. It is a slower process, but we do have phones that are working. By the end of the month we should have internet running. We have

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AT&T until March. So far things are good. Station 5 is coming along well. Lockers and carpet are in and they are painting and finishing the kitchen. Station 1 has a lot going on inside. Walls are framed up. HVFC is going in. Concrete is poured inside. Units will go up in the mezzanine. The maintenance division walls are up. They are framing exterior walls today, and will begin pouring concrete on 2nd floor too. They are saying they will be finished the end of August. Trustee Bayser asked if we are doing open house for Station 5. Yes, in April. We are shooting for April 6th. Wes came in yesterday and we worked on new budget. First draft of annual report is coming out soon.

Alarm Response/Training: We fell off in the beginning of the year, averaging 14.5 calls a day, compared to last year we were 17.5 calls a day. The report is in the Board packet. Working on large area searches for training. We will also be at the tower on the nicer days. Move to outdoor stuff later in the year. Different performance indicators needed have gone out to other department heads. We do not need things submitted until March 15, 2021. There are not a lot of changes. There was some discussion.

EMS: Calls are down, but what's interesting is that acuity is up and we have more in depth calls. The calls we are running are more significant. Falls are down 5%. Intubation is at 100% for the year. We have five students.

Hospitals: Dr. Shakeel called regarding the incident from last month where the patient was crushed under a truck and said we did great job. That is call of the month. We are trying to meet up with the patient.

Fire Prevention: More Brewing Company is opening on February 29, 2020 with a soft opening this week. Rosati's strip mall will have inspections in the next few weeks. Starbucks and a nail salon are coming in. Bureau is up 30% in plan reviews. Half of that is solar panel reviews. Popeye's is going between O'Reillys and Panda express. We will have good access to one side of the building. Panera still owns property, but we don't know when it is opening. No word on the new Thornton's yet. Have not heard much on the hotels. There are two that want to come but only one will be able to. They will do presentation to HAART group and Village Board. Moore Bed & Breakfast has been approved. There was some discussion.

Public Education: Lt. Gitzke and Lt. Bentley attended medical academy interviews. Trustee Bayser was also present. It is amazing what the high school is doing. Our Fire Safety app is live on Google play. We are doing a certificate for kids that helped develop the app so they can use for college applications for scholarships. Jeopardy program at end of February. Culvers starts reading again this Thursday evening, booked until August. Conference coming for fire life safety educators in March. Lt. Bentley was asked to be an instructor. See report in Board packet. We wanted the Park District to come with for touch-a-truck but they want to do their own, which conflicts with the Village of Huntley.

Woodchucks agreed to build little public library's and wants to do fire truck or alarm box design.

Customer Service Surveys: We are at 49% with all positive reviews.

Facilities: Nothing is broken. January has been a good month.

Apparatus Maintenance: Rob has been busy going back to stations to do maintenance. Ambulance 953 was towed because the AC compressor locked up. We had to get a new one. Engine 941 has a

few issues because it's just not getting out enough. The same problem is with Ambulance 952 because the drives are so short and they do not transport far. Rob can force it to regen. Maybe we can go to a gas engine ambulance for Station 2. Rob has started preventative maintenance and he is a certified rep for Stryker. We also started purchasing parts in advance.

Committee Reports: Insurance did not meet this month, but wants to meet next month. Labor management will be meeting soon. January 27, 2020 was the first negotiations meeting. Trustee Bayser and Trustee Davis also attended. The next meeting with the Union is March 2, 2020. We hope to have more information for next Board meeting. We are going over new policies, especially the cannabis, cadet, FMLA and discipline. It is going well. Foreign Fire met January 22, 2020 and they need to approve for weight equipment and kitchen table. We want second set of extrication tools. We are looking for an air pack/mask washer as part of our cancer program. It gets all contaminants off of them. It has been in Europe for years and is now coming to US. We are submitting this to Foreign Fire.

SEECOM: We had an advisory board meeting, proposing the new budget. They are finalizing budget, and making a few changes for us. We are locked into a contract.

Board of Commissioners: They met yesterday and had interviews for next round of candidates for hiring. The #1 candidate is moving forward. The #2 wanted to be taken off the list. The #5 guy agreed to come but did not show, he is now off the list. He had 2 no shows. #3 is hired and #4 was hired but will be resigning. #6 accepted and #7 accepted but #8 is only EMT at this time. He had a pass but he will get opportunity at the next round. #9 accepted. Both of his Chiefs recommended him. Four new hires are coming on.

Fire Cost Recovery: We received a check for \$5,224.00.

Grant Applications: The State of Illinois small tools grant is \$26,000 and will be used for extrication tools and we are only \$400 over that. For the Safer grant, on February 10, 2020 Cary, Rutland and Sugar Grove met with us and had a good meeting. We received the grant but FEMA did not build program for us to get paid out. We have to wait for that to get our money. We are still submitting everything and they are just keeping the file for us. We are spending money on background checks and physicals, but not equipment yet. We are using Alex from Woodstock to do a video for each department that we can use for anytime. It is \$15,000 but will not be paid by us until we get the grant, and they will pay for it. We will not do videos until we get the grant.

Village/ Counties: Met with HAART group on February 15th and next week we are meeting to get prepared for the big meeting with all trustees.

Other: Awards night is this Saturday, February 22, 2020 at Pinecrest at 6pm.

Old Business: None.

New Business: Trustee Bayser motioned to approve EMC Fire Equipment for extrication tools for the squad in the amount of \$26,400.00, seconded by Trustee Brown. Roll call noted and all voting members voted yes. The motion was passed.

Trustee Bayser motioned to approve Dinges Fire for all new hose for new engine in the amount of

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President	Secretary	Treasurer	Trustee	Trustee	Fire Chief

\$18,915.71, seconded by Trustee Brown. Roll call noted and all voting members voted yes. The motion was passed.

Trustee Brown motioned to approve Air One for new equipment for the engine and squad in the amount of \$37,236.00, seconded by Trustee Bayser. Roll call noted and all voting members voted yes. The motion was passed.

Trustee Bayser motioned to approve Cherry Hill for nine new computers in the amount of \$19,282.00, seconded by Trustee Mahoney. Cherry Hill will rebuild the old ones and they will go to Station 5. Roll call noted and all voting members voted yes. The motion was passed.

Trustee Brown motioned to approve to hire three Fire-Medics; Buckle, Robel, and Graff (the next three eligible), seconded by Trustee Bayser. April 6, 2020 is the target start date. Roll call noted and all voting members voted yes. The motion was passed.

Trustee Bayser motioned to approve Dinges Fire Gear for seven sets of gear for new full time, and a few part time, seconded by Trustee Mahoney. We will probably have this for approval for the next few months. We do have 15 sets that we rotate every year. We have training tower gear coming up. We have close to \$120,000.00 to spend on gear this year. There was some discussion. Roll call noted and all voting members voted yes. The motion was passed.

Trustee Bayser motioned to approve Air One/Dinges Fire, seconded by Trustee Brown for connectors, adaptors and hose appliance for new engine and is not to exceed \$15,000.00. The explanation is in the Board packet. Whoever is cheapest between the two companies is where we will purchase from. This is for replacement equipment and new equipment. There was some discussion.

Trustee Bayser motioned to approve Air One/Dinges Fire, seconded by Trustee Brown for high rise tools and hand tools for new engine and is not to exceed \$15000.00. Roll call noted and all voting members voted yes. The motion was passed.

Trustee Bayser motioned to approve Air One/Dinges Fire, seconded by Trustee Mahoney for additional nozzles and additional hose and is not to exceed \$15000.00. Roll call noted and all voting members voted yes. The motion was passed.

Trustee Brown motioned to approve Foreign Fire giving us \$19,987.41 for Life Fitness, seconded by Trustee Bayser. Roll call noted and all voting members voted yes. The motion was passed.

Trustee Brown motioned to approve Rick Madsen's college reimbursement in the amount of \$963, per policy, seconded by Trustee Mahoney. Roll call noted and all voting members voted yes. The motion was passed.

Old Business: NONE.

New Business: NONE.

Trustee Brown motioned to approve Professional Services for new audit company Tighe Kress Orr, seconded by Trustee Bayser. See reports in Board packet. The staff liked Eder Casella, but it is about

a \$10,000.00 difference, and we are confident that the other company will do well. The pension cost is a little different but they will decide on their own. This is for a five year contract. The levy is under \$20,000.00 for the audit. Roll call noted and all voting members voted yes. The motion was passed.

Trustee Brown motioned to approve the resignation for Fire-Medic Conner Lemcke, who was just hired last month, seconded by Trustee Bayser. There was some discussion. Roll call noted and all voting members voted yes. The motion was passed.

Trustee Brown motioned to approve resignation for administrative professional Maria Piszczor, effective yesterday seconded by Trustee Bayser. Roll call noted and all voting members voted yes. The motion was passed.

Trustee Brown motioned to close the Regular Meeting of the Board of Trustees and move into Closed session for appointment, employment, discipline, performance or dismissal of specific employees inviting in Chief Ravagnie, Deputy Chief Schlick and Attorney Miller, seconded by Trustee Mahoney. Roll call noted and all voting members voted yes. The motion was passed and the meeting closed at 10:15AM.

President Milford Brown

Secretary Bonnie Bayser



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Huntley Fire Protection District
Board of Trustees
Held the 17th Day of March, 2020
At the District's Station Four**

Trustee Brown called the Regular Meeting of the Board of Trustees to order. Roll call noted, present were Trustee Brown, Trustee Bayser, Trustee Saletta and Trustee Mahoney. Also present were Chief Ravagnie, Deputy Chief Schlick, Attorney Miller and Administrative Professional Cane. Not present was Trustee Davis. The meeting opened at 9:00AM.

The meeting participants stood for the Pledge of Allegiance.

Public Comments: None.

Presentations: None.

Treasurers Report: Trustee Brown motioned to approve the Treasurers Report and Accounts Payable in the amount of \$2,090,831.68, seconded by Trustee Bayser. There was some discussion. Roll call noted and all voting members voted yes. The motion was passed.

Trustee Saletta motioned to approve the Lauterbach and Amen Report, which is in the Board packet, seconded by Trustee Bayser. Roll call noted and all voting members voted yes. The motion was passed.

Review and Approval of Minutes: Trustee Bayser motioned to approve the Regular Board Meeting Minutes of February 18, 2020 as distributed, seconded by Trustee Mahoney. Roll call noted and all voting members voted yes. The motion was passed.

Trustee Bayser motioned to approve the Closed Meeting minutes of February 18, 2020 and keep them closed, seconded by Trustee Saletta. Roll call noted and all voting members voted yes. The motion was passed.

Correspondence: We received a thank you letter from Woodstock Fire because we had sent an engine to cover them for their awards dinner.

Attorney Report: There is an executive order for restaurants and bars to be closed for the next two weeks, and gatherings of 50 or more are prohibited. Illinois just updated it to be gatherings of 10 or more people. A more important issue is in regards to any meetings, which should be suspended in person. We can do a meeting over the phone, possibly for next month. The next thing is under the Illinois Emergency Management Act, a Fire District is a political subdivision and in case of civil emergency we can stop people from going on vacation, which is probably in effect now. If necessary we can declare that. We might be able to wait, there have been no issues currently. We would let them roll over their vacation time. There was some discussion.

Milford Brown	Bonnie Bayser	James Saletta	John Davis	Joseph Mahoney	Scott Ravagnie
President	Secretary	Treasurer	Trustee	Trustee	Fire Chief

General Report: We are at 1,180 calls, which is down 11 from last year. We have a few guys out on medical. We had one break his thumb at training, so he will be out a few weeks. Station 5 is almost fully put together. The new engine is sitting at Station 5 currently, but will be moving to Station 2. Station alerting was put in this week. Station 1 and Station 5 construction crew has meetings today regarding updates. Once the temperature warms up, the painter will be back out to do touch ups. The Corona Virus is eating up a lot of our days currently. We had a staff meeting Sunday morning to make sure we are on same page. Every morning there will be a meeting with Lieutenants and staff. We are trying to eliminate our exposure at hospitals, so we are no longer writing reports at the hospital. The crew is making sure to clean everything, from every call. The contingency plan is to shut down vehicles if needed and to have a skeleton crew. If there is big quarantine, we can have other paramedics come in from Woodstock and surrounding areas. We have a meeting today with the McHenry County Chiefs. Lt. Bentley made a flyer to tell people what McHenry County is doing. Lt. Harders is going out today to get more supplies. The engine crew will follow the ambulance, but will no longer go in unless it is a more life threatening emergency. We will talk to the police today regarding police response. We have shut down the stations, so there are no tours or interns/cadets and no public inside. We are postponing inspections. We will only have one crew member do the shopping currently. We also bought a floor cleaner for \$3400.00 from Dorr Township for Station 1. The Expo was two weeks ago and it was a good turnout. There were 3,000 people, which was up 1,000 from last year. We hired more part time with one paramedic and four EMTs, and will have another hiring right before August. We also discovered that we can go to NPSA and recruit people to come to us while they take the CPAT. One part time guy will be retiring. We received letter of agreements from the Union, so we can go with five part timers per shift. We will also have Battalion Chief testing. We will be buying all the supplies for Station five shortly. There was some discussion.

Alarm Response/Training: We are down a little bit, but still doing 17-18 calls a day, and it is slowly going up.

Are there any questions on any of the other Lieutenants reports? No, then we will move on.

Apparatus Maintenance: We are staying up on maintenance. We are doing some work on the truck because the housing for the airbags was starting to rust so we got four new airbags. Engine 941 is at the dealer now, but it should be covered under warranty. We are still working on Ambulance 954.

Committee Reports: The insurance meeting is being moved to May 4, 2020. The Labor Management meeting went well. Foreign Fire will have a meeting in the next week or so.

SEECOM: Meeting with them today to discuss asking the right questions for calls.

Board of Commissioners: Trustee Bayser motioned to approve the Commissioners stipend in the amount of \$250.00 each, seconded by Trustee Mahoney. Roll call noted and all voting members voted yes. The motion was passed.

Fire Cost Recovery: \$1,440.00

Grant Applications: We submitted a grant to the state for battery operated hydraulic rescue tools. We have no news regarding the FEMA safer grant, but we are keeping track of what we have paid out for physicals and other things. FEMA needs to build a platform for us to get our money.

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President	Secretary	Treasurer	Trustee	Trustee	Fire Chief

Village/Counties: We are meeting constantly.

Old Business: None.

New Business: None.

Trustee Saletta motioned to approve Allied Painting Services in the amount of \$15,200.00, seconded by Trustee Mahoney, for interior painting on Stations 2 and 3. They had already previously painted the exteriors on those stations.

Trustee Bayser motioned to approve Arrow Manufacturing in the amount of \$73,832.80, seconded by Trustee Mahoney, to buy a new chassis. The old ambulance will go out once the chassis comes in. There was some discussion.

Trustee Bayser motioned to approve Haiges Machinery in the amount of \$18,013.85, seconded by Trustee Saletta, to purchase a gear washer and drying rack for Station 1.

Trustee Saletta motioned to approve to promote 3 lieutenants with the opening of Station 5, seconded by Trustee Brown. This will take effect next month.

Old Business: None.

New Business: None.

Trustee Bayser motioned to close the Regular Meeting of the Board of Trustees. Roll call noted and all voting members voted yes. The motion was passed and the meeting closed at 10:01AM.

President Milford Brown

Secretary Bonnie Bayser

Milford Brown	Bonnie Bayser	James Saletta	John Davis	Joseph Mahoney	Scott Ravagnie
President	Secretary	Treasurer	Trustee	Trustee	Fire Chief



HUNTLEY FIRE PROTECTION DISTRICT

11808 Coral Street PO Box 517 Huntley, Illinois 60142
P 847-669-5066 F 847-669-0139

**Regular Meeting of the
Huntley Fire Protection District
Board of Trustees
Held the 21st Day of April, 2020
At the District's Station Four**

The Board of Trustees of the Huntley Fire Protection District conducted the Regular Meeting via teleconference in accordance with Section 6 of Governor Pritzker's Executive Order 2020-07 (COVID-19 Executive Order No. 5).

Trustee Brown called the Regular Meeting of the Board of Trustees to order. Roll call noted, present were Trustee Brown, Trustee Bayser, Trustee Saletta, Trustee Davis and Trustee Mahoney. Also present were Chief Ravagnie, Deputy Chief Schlick, Attorney Joe Miller, Tom Sawyer, John Falduto, Wes Levy and Administrative Professional Cane. The meeting opened at 9:02AM.

The meeting participants stood for the Pledge of Allegiance.

Public Comments: None.

Presentations: Tom Sawyer started by stating that not much is going on in capital markets. The investment objective does the job for us. We had some cash withdrawals to take care of some things. We have \$4,119,402.00 as of March 31, 2020. The money market yields are under .25%. We are generating about \$98,000.00 in current income. \$55,000.00 went out during this quarter. There is nice growth in this fund. The operating fund has \$449,000.00 as of March 31, 2020. The current interest rate is 2.25% and we are generating about \$96,000.00 in cash flow. Accumulative investment is almost half a million dollars in earnings. We expect it to be in a low rate environment for quite some time. Near 0% for low term interest rates. We don't expect a big change from the Federal Government given the current economy. We have money in a CD so that is safe and secure. There was some discussion.

Tom Sawyer and John Falduto left the meeting once their presentation was finished.

Treasurer's Report: Trustee Saletta motioned to approve the Treasurers Report and Accounts Payable in the amount of \$2,759,268.06, seconded by Trustee Davis. There was some discussion. Roll call noted and all voting members voted yes. The motion was passed.

Trustee Davis motioned to approve the Lauterbach and Amen Report, which is in the Board packet, seconded by Trustee Bayser. Roll call noted, all voting members yes, motion passed.

Wes Levy left the meeting once his presentation was finished and there were no more questions.

Review and Approval of Minutes: Trustee Bayser motioned to approve the Regular Board Meeting Minutes of March 17, 2020 as distributed seconded by Trustee Brown. Roll call noted, all voting members yes, motion passed.

Milford Brown	Bonnie Bayser	James Saletta	John Davis	Joseph Mahoney	Scott Ravagnie
President	Secretary	Treasurer	Trustee	Trustee	Fire Chief

Correspondence: We received two letters. One was for the parades we are doing. The second was for a procession for a soldier from Afghanistan.

Attorney Report: The first thing to note is that the notice was put in the paper for the tentative budget. In regards to the tax revenues, per the counties, they say they are doing everything as normal. Tax bills will go out as they normally do. For our purposes, we have the people that are paying into escrow so we don't expect there to be a delay for disbursement. The money should be put into our account when they pay the tax bill. We don't anticipate a decrease in revenues. We won't know what the percentage is going to be until May 2020. We are not dependent on sales tax. The second disbursement will depend on if we are through this COVID-19 pandemic. What happens if the lockdown continues for another month? We would be more concerned if it continued for six months. We would potentially have people that are not able to pay the first or second payments. If it goes shorter, they will be able to disperse the taxes. If the escrow accounts get paid, not every single person will be paying their taxes, but at least for the first disbursement we expect more people to pay. There was some talk about not sending out the tax bills, but the counties are saying they will not do that. There was some discussion.

Approve Tentative Budget 2020-2021: Our estimated cash balance is just above \$5,000,000.00. We brought our construction budget down from \$6,000,000.00 and as of today we have just shy of \$4,900,000.00 for new station construction. We took out a simulation mannequin from the budget. We estimated our beginning cash balance increased by \$175,000.00. We adjusted our ambulance billing revenue up slightly from our original budget. We are looking to be just over \$1,400,000.00 in revenue. Each year we have a liability expense fund budget and we removed that from the budget. We got us up by roughly \$2,000,000.00. The accreditation agency moved six months. There was some discussion. We are tentatively moving construction budget from \$5,000,000.00 to \$5,500,000.00. The insurance rates may go up depending on testing and things related to the virus. We should contact our insurance representative to make sure our budget is correct. The pension consolidation may be delayed.

Pay increases for Non-CBU employees: We will talk about this in closed session.

Approval contract 4106: We will talk about this in closed session.

General Report: We are down 98 calls from last year. With Covid-19, in the last month everyone is staying home and some people may be scared to call 911 to go to the hospital. It is starting to increase a little bit, however. It has been a very busy month for the staff, and everyday there is a meeting with the Battalion Chiefs and Covid-19 Task Force members. A few things we changed was that SEECOM will let us know if we need to use proper PPE. Station 5 opened on Monday, April 13, 2020 and the new full and part time members started. We are very proud of how the members are tackling Covid-19. In March 2020, we had three people call in sick, and this month we only had two call in. One of our part time members is out on injury. She is doing better and hopes to come back to shift in about a month. We are looking at hiring more part time members. We were hoping once stay at home is lifted we can do some recruitment at NIPSTA.

Alarm Response/Training: Lt. Harders and Lt. Gitzke have been very busy staying on top of Covid-19. The supplies are being locked up to prevent hoarding. We have at least two months of masks, and three to four months of gowns. We are having our personnel stage in the foyer at assisted living facilities and having one person go in at a time. We had one person that had a fever but he is back and doing great. Some departments were quarantining a lot of their members, but that has dropped off a bit.

Milford Brown	Bonnie Bayser	James Saletta	John Davis	Joseph Mahoney	Scott Ravagnie
President	Secretary	Treasurer	Trustee	Trustee	Fire Chief

Are there any questions on any of the other Lieutenants reports? No, then we will move on.

Fire Prevention: Building is currently still happening in Huntley.

Public Education: We are doing a lot of public education, and it is mostly parades. Del Webb is having a 10 mile parade that we are going to participate in. Every day there are about five to six birthday parties we are going to.

Customer Service Surveys: We are at 43% and there are no issues.

Facilities: We completed a painting project at Station 2 and Station 3 on the bay floors. Station 2 did not have multiple colored bay floors but now it does. We have a hot water problem at Station 4 but we are working on rectifying that. For Station 5, we had members come out to look around for any mistakes or missing things but they have not found much. The weight equipment will be out later this month.

Apparatus Maintenance: Our mechanic is going back and forth to all the stations and staying on top of things. We had a wheel seal leak and we were able to warranty it and it is fixed. We are still working on the 1944 engine, and the target date is August 2020 for the new Station 1.

Committee Reports: Corkill bought lunch for us the three days last week, which was very nice of them. We had a couple other families and organizations that brought in lunch for us as well. We cancelled the insurance meeting. Foreign Fire met last week. Labor-Management has been going well.

SEECOM: We cancelled the meeting that was supposed to be on Monday, April 13, 2020 and moved it two months from now. Deputy Chief Schlick is on with SEECOM almost daily. Station 5 is staffed with five personnel. The ambulance has gone on 25 calls so far, and the QRV has gone on 26 calls. Both have been busy.

Board of Commissioners: We have a meeting towards the end of May to do the next round of interviews. We were supposed to hire four full time, but we ended up hiring three because one failed the physical last minute. We are looking at hiring four for August. We were not too happy the way it went, because the doctor waited until the Friday before, so we are making sure the next time we have a weeks' notice so this doesn't happen again. The Battalion Chief list information is out, and the application is due July 1, 2020. We have 11 members that are qualified to take the test.

Fire Cost Recovery: \$5,834.00

Grant Applications: We had a conference call for the Safer Grant. The money was finally released for the last four months, and we should see the money come in the next week or two.

Village/ Counties: Deputy Chief Schlick takes a conference call on Tuesdays to meet with PD and SEECOM, and Chief Ravagnie take a conference call on Tuesdays to meet with HART group members.

Other: None.

Old Business: None.

New Business:

Milford Brown	Bonnie Bayser	James Saletta	John Davis	Joseph Mahoney	Scott Ravagnie
President	Secretary	Treasurer	Trustee	Trustee	Fire Chief

Approve SCBAS: This is for the cascade bottles. Trustee Bayser motioned to approve SCBAS in the amount of \$4,400.00, seconded by Trustee Davis.

Approve Ultra Strobe: We are switching to different radios, from Motorola. With the opening of Station 5, we had to add radios. Motorola radios are very expensive. BC Pierce did a lot of research. We are going to buy these radios and assign them to staff that don't go into harsh environments. This is for four radios. They are about half price. Trustee Bayser motioned to approve Ultra Strobe in the amount of \$12,659.80, seconded by Trustee Brown.

Approve Dinges Fire: This one is for 25 sets of gear. Some will be reimbursed for part time members with the grant. At least six will be reimbursed. This was the only one that submitted and returned RFP. There was some discussion. Trustee Bayser motioned to approve Dinges Fire in the amount of \$70,625.00, seconded by Trustee Davis.

Approve Dinges Fire: These are sets of turn out gear for the training tower. This is so the guys are not wearing them on duty. The cancer prevention is still on, but some pockets are off and they are maybe not the most comfortable. Five sets out there have reached their life. Trustee Bayser motioned to approve Dinges Fire in the amount of \$19,600.00, seconded by Trustee Saletta.

Approve Bull Valley Hardwood: This is for the conference table for Station 1 in the conference room. It is a 16 foot table, and holds 14 people. We compared prices with three other companies. There was some discussion. Trustee Bayser motioned to approve Bull Valley Hardwood in the amount of \$8,855.00, seconded by Trustee Davis.

Approve Knox Box: These are the med vaults for the vehicles. We need four of them to lock up the drugs in the vehicles and in Lt. Harders' office. Trustee Bayser motioned to approve Knox Box in the amount of \$7,680.00, seconded by Trustee Saletta.

Approve Western Fire Supply: This is the SCBA air pack gear washing for cancer prevention. Foreign Fire is putting in half. Trustee Bayser motioned to approve Western Fire Supply in the amount of \$26,079.00, seconded by Trustee Davis.

Trustee Saletta motioned to accept Foreign Fire funds as presented for all, seconded by Trustee Bayser.

An additional note added before the end of the meeting was that we hired an appraiser for Station 1.

Trustee Brown motioned to close the Regular Meeting of the Board of Trustees and move into Closed session for Collective Bargaining matters or consideration of salary schedules for one or more classes of employees, inviting in Chief Ravagnie, Deputy Chief Schlick, Attorney Miller, and Administrative Professional Cane, seconded by Trustee Davis. Roll call noted and all voting members voted yes. The motion was passed and the meeting closed at 10:33AM.

President Milford Brown

Secretary Bonnie Bayser

Milford Brown	Bonnie Bayser	James Saletta	John Davis	Joseph Mahoney	Scott Ravagnie
President	Secretary	Treasurer	Trustee	Trustee	Fire Chief



HUNTLEY FIRE PROTECTION DISTRICT

11808 Coral Street PO Box 517 Huntley, Illinois 60142
P 847-669-5066 F 847-669-0139

Regular Meeting of the Board of Trustees of the Huntley Fire Protection District 5/19/2020 at 9:00AM Station Four

The Board of Trustees of the Huntley Fire Protection District conducted the Regular Meeting partially via teleconference in accordance with Section 6 of Governor Pritzker's Executive Order 2020-07 (COVID-19 Executive Order No. 5).

Trustee Brown called the Regular Meeting of the Board of Trustees to order. Roll call noted, present were Trustee Brown, Trustee Bayser, Trustee Saletta, Trustee Davis and Trustee Mahoney. Also present were Chief Ravagnie, Deputy Chief Schlick, Attorney Joe Miller and Administrative Professional Cane. The meeting opened at 9:04AM.

The meeting participants stood for the Pledge of Allegiance.

Public Comments: None.

Treasurer's Report: Trustee Saletta motioned to approve the Treasurers Report and Accounts Payable in the amount of \$2,660,176.26, seconded by Trustee Davis. Roll call noted and all voting members voted yes. The motion was passed.

Lauterbach and Amen Budget Report: Our first budget money comes in on May 20, 2020 from Kane County and we have three installments in June by McHenry County and another one for Kane County. About 40% of escrow money has gone through, so we should at least be getting that. For the remaining 60%, we've been told by the counties that at least half will come in on time. There is no indication by the banks that they are not going to pay the remaining escrow. Trustee Saletta motioned to approve the Lauterbach and Amen Report, which is in the Board packet, seconded by Trustee Bayser. Roll call noted, all voting members yes, motion passed.

Review and Approval of Minutes: Trustee Bayser motioned to approve the Regular Board Meeting Minutes of April 21, 2020 as distributed, seconded by Trustee Davis. Roll call noted, all voting members yes, motion passed.

Trustee Bayser motioned to approve the Closed Meeting minutes of April 21, 2020 and keep them closed, seconded by Trustee Davis. Roll call noted and all voting members voted yes. The motion was passed.

Correspondence: We received a lot of thank you cards for the parades we have done. We are well over 200 parades that we have done for birthdays. Are we going to continue doing them? We are going at least until June 1, 2020. Lt. Bentley is doing a great job organizing them. They are no longer social distancing however, so it is not looking too positive anymore. Most departments around our area have stopped doing them, but we do not think that is necessary yet.

Milford Brown	Bonnie Bayser	James Saletta	John Davis	Joseph Mahoney	Scott Ravagnie
President	Secretary	Treasurer	Trustee	Trustee	Fire Chief

Attorney Report: For Station 5, we filed the tax exempt form but we received a bill for \$100.00. We are trying to find out from Kane County why we received the tax bill. We know they got the exemption, we just can't figure out why we got a bill. Is there a processing fee? We received a lien from Regency Square in regards to the homeowners association. Attorney Miller is going to call them and find out what's going on. We just need documentation that shows the association was in existence, but they have not provided that yet. They can't make us join anything without giving us notice, which they have not done.

Approve: Budget 2020-2021: We opened up the ordinance for the budget for public comments at 9:13AM. There are no public comments. Closed at 9:14AM. Trustee Bayser motioned to approve the budget and appropriation ordinance, seconded by Trustee Davis. Roll call noted and all voting members voted yes. The motion was passed.

Approve: Increases Non-CBU employees: We will talk about this in closed session.

General Report: We are currently at 1,949 calls, which is down 92 calls from last year. We had 30 calls yesterday. We have a few employees still out on medical. More recently, we have an employee diagnosed with COVID-19, but he is doing better. We have a COVID Task Force meeting Thursday morning, 5/21/2020. If we have another positive, what steps must we take? It could lead to quarantining a station for 14 days if we need to. We talked to Elgin and they have four cases. What is workman's comp doing? At another District, an employee was off and wasn't sure if he had it because he was asymptomatic but took a test, and went to work. He tested positive and was sent home. What workman's comp did for the original employee was denied the claim. Workman's comp could deny and say that it is not work related. Nobody else has signs or symptoms. IPRF may say it is not work related because he was off beforehand. Do we do temperature checks? We do not yet, but that will be the next step if needed. We are self-monitoring right now. The few call offs we have had have not been COVID related. We only had four call offs this month, and two last month. There was some discussion. Station 5 is going very well and they are very busy. Station 1 is going well. They are putting up drywall and the roof is almost completely sealed. The walls are all framed. We took staff down last week to look at the offices. Our new battery powered extrication tools came in and we are doing training on them. We have been doing training with the new engine as well.

Alarm Response - Training Report: The QRV is going to a lot of calls. Truck 983 is down with their calls so there is not of wear and tear on the Truck, which is good. If the QRV is not dispatched, a lot of times they will still go on calls. The Battalion Chiefs are liking it. We had a bad accident and the QRV was able to go and extricate while the Ambulance was able to take care of the other patients.

EMS Dispatches - Education Report: No questions. Lt. Harders has been going on a lot of calls, especially the more difficult ones. We do not bill for non-transports. We can amend the EMS billing ordinance if we want to start charging for lift assists or other non-transport calls. Most Districts do not bill for non-transports. There was some discussion.

Hospitals Report: Any questions? No.

Fire Prevention Report: Any questions? No.

Public Education Report: Any questions? No.

Customer Service Surveys: We are at 43% and all very positive.

Facilities Report: There is minor repair work at Station 2. All four garage doors at Station 2 and 3 had their weather seal broken. We had an issue with the hot water tank at Station 4. We have two tanks so we shut the one down for now.

Apparatus Maintenance: Our mechanic has been very busy. Ambulance 954 had some damage but has come back and is in service. The new engine equipment is mounted. Engine 942 had a cracked rotor but it is fixed.

Committee Reports: We have a few more part time employees leaving. We have put advertisements out like crazy. We are trying something different and we put an ad out for paramedics only. We've had seven applications in one week. It will be different but we think we can make this work. They will not take a CPAT test because they would not be a firefighter, but they will have a physical test. Any feedback? What happens if we have some of our full time employees that just want to be a paramedic? No. We have to change the resolution for our staffing. We are not changing the structure, just changing the part time. We don't have to change the rank structure. The minimum staffing is still the same. There will be no reduction in the firefighting force. We send an ambulance to a structure fire, but they are EMS only for any patients, including our employees. As soon as the part timers are getting their paramedic license they are leaving, so we are having trouble keeping them. We can move forward as a trial basis. Will they have different uniforms? No, just different gear. There was some concern with having the same uniform. Plainfield has paramedics only and we've reached out to them. There are a few other Districts that also do it. We are looking at it as a possibility to create a spot for a full-time paramedic only. For the down state firefighter pension, there would have to be two categories, or we could put them in an IMRF. We are thinking 3-6 paramedics and the Union is on board. They would still be in the Union. We are trying to find ways to be cost effective but also better our District. There was some discussion. We are going to do an insurance meeting over Go To Meeting. Foreign Fire doesn't have a meeting until the next quarter.

SEECOM: Nothing.

Board of Commissioners: We have interviews coming up.

Fire Cost Recovery: \$4,132.00

Grant Applications: The second round of money is ready for a wire transfer for the SAFER grant.

Village/Counties: HAART group is meeting weekly. Huntley has been very flooded with all this rain. We participated in a conference call for Huntley PD's accreditation process.

Other: One thing to consider for the budget is we are working on the Chief's car to be a backup command vehicle.

Old Business: None.

New Business: None.

Trustees Agenda: Nothing.

Milford Brown	Bonnie Bayser	James Saletta	John Davis	Joseph Mahoney	Scott Ravagnie
President	Secretary	Treasurer	Trustee	Trustee	Fire Chief

Trustee Bayser motioned to close the Regular Meeting of the Board of Trustees and move into Closed session for appointment, employment, discipline, performance or dismissal of specific employees inviting in Chief Ravagnie, Deputy Chief Schlick, Attorney Miller, and Administrative Professional Cane, seconded by Trustee Davis. Roll call noted and all voting members voted yes. The motion was passed and the meeting closed at 10:19AM.

The Regular Meeting of the Board of Trustees re-opened at 10:55AM. Trustee Bayser motioned to accept the proposed salaries for the Battalion Chiefs, seconded by Trustee Davis. Trustee Brown abstained, and the remaining voting members voted yes. The motion was passed and the meeting closed at 10:57AM.

President Milford Brown

Secretary Bonnie Bayser



HUNTLEY FIRE PROTECTION DISTRICT

11808 Coral Street PO Box 517 Huntley, Illinois 60142
P 847-669-5066 F 847-669-0139

**Regular Meeting of the Board of Trustees of the Huntley Fire Protection District
6/16/2020 at 9:00AM
Station Four**

Trustee Brown called the Regular Meeting of the Board of Trustees to order. Roll call noted, present were Trustee Brown, Trustee Bayser, Trustee Saletta, Trustee Davis and Trustee Mahoney. Also present were Chief Ravagnie, Deputy Chief Schlick, Attorney Miller and Administrative Professional Cane. The meeting opened at 9:00AM.

The meeting participants stood for the Pledge of Allegiance.

Public Comments: None.

Treasurer's Report: Trustee Mahoney questioned the amount for small tools. It was for items purchased for the new engine. There was some discussion. Trustee Saletta motioned to approve the Treasurers Report and Accounts Payable in the amount of \$745,044.02, seconded by Trustee Bayser. Roll call noted and all voting members voted yes. The motion was passed.

Lauterbach and Amen Budget Report: Trustee Saletta questioned the amount for the revenue. That money was from the tax revenue. Trustee Saletta motioned to approve the Lauterbach and Amen Report, which is in the Board packet, seconded by Trustee Bayser. Roll call noted, all voting members voted yes. The motion was passed.

Review and Approval of Minutes: Trustee Bayser motioned to approve the Regular Board Meeting Minutes of May 19, 2020 as distributed, seconded by Trustee Davis. Roll call noted, all voting members yes, motion passed.

Trustee Bayser motioned to approve the Closed Meeting minutes of May 19, 2020 and keep them closed, seconded by Trustee Davis. Roll call noted and all voting members voted yes. The motion was passed.

Correspondence: We received a lot of thank you letters for doing the parades. June 1st, 2020 we stopped doing the parades and posted on Facebook to let residents know.

Attorney Report: In regards to the taxes, Attorney Miller recommends for the next meeting that we want to look at what percentage we are at for expected revenues. McHenry Counties' first tax bill was due June 15, 2020. We are not sure when Kane Counties' was due. We will know exactly where we stand around July 2020. We received around \$2 million from McHenry County taxes on June 15, 2020. There were some legal changes. The Governor signed a bill regarding the Open Meetings Act. If there is a disaster declaration, we can still do remote meetings. One person will still have to be in person, but everyone else can be remote. We would have to record the meeting and it would have to be posted on the website. For the meetings held remotely, everything has to be by a roll call vote. If there is a disaster

in Huntley, can the Board President declare and do a roll call meeting? Yes. The Counties' can do an extension on the taxes.

Approve Retirement Agreement: We will talk about this in closed session.

General Report: We are down 114 calls from this time last year. One person is still on medical. Light duty worked well. Within a week or two they were back to normal work. We had two part time members resign this month, however we just six hired more. They are going through the process now. We also hired four new full time members and we are looking at July 20, 2020 to start their orientation. We are doing interviews on Thursday, June 18, 2020. We had 13 interested for the Paramedic only position. We are working with Ortho Illinois to do the physicals. We had a couple conference calls with them and showed them the things we would like to do. PPAT is the test for paramedics, whereas CPAT is for the firefighters. Have we figured out what kind of hours the paramedic only would work? They would work just like the regular part time. We have been having video conference meetings with Division 2 and Division 5. Cadet and Interns have not started back fully, but they have started at the training tower with Fire-Medic Floyel. We have had a meeting with Senior Staff regarding loosening up restrictions at the stations. If they go station to station they have to stay in the bays currently. We are looking at holding CPR classes of no more than 10. We are looking at having Irene come back and start the fitness training again. Have we seen changes in transporting COVID patients? We are still getting a few a week. We are reminding our members to still wear their masks and they are doing a very good job with that.

Alarm Response - Training Report: It looks like we had a decrease in response time in last month. Is there a reason? Station 5 has definitely helped with that. It all depends on staffing. Our QRV is running the most calls in the District. Truck 983 has only been dispatched 64 times and on scene 53 times. The members really like the QRV. It is really good for accident scenes because they can get there so quickly. What is the criteria for the QRV to go out? We are letting the Lieutenants go on any calls they want. Can you get there and will there be a positive outcome? If yes, then go. The people that are on the QRV are very aggressive so they go often. The QRV was on scene 189 times, and dispatched to 229. There was some discussion. We are seeing a huge difference. The QRV has been down for four days, so we may have to consider getting another QRV.

EMS Dispatches - Education Report: Any questions? Not much has changed since last month.

Hospitals Report: Any questions? No.

Fire Prevention Report: There is not much new going on. The hotel is coming and they picked the property behind the Culver's. It sounds like they want to start this year. The hotel will be about 100 rooms. It will be a Hampton Inn. A lot of stuff is supposed to start soon as well. Terrace Hills will be coming in by the golf course so Station 4 will eventually pick up when that comes in.

Public Education Report: We are still working with Heritage Woods and posting a lot on social media.

Customer Service Surveys: We are at 41% and all very positive.

Facilities Report: Not much is going on or has changed.

Apparatus Maintenance: Our mechanic has been working on the QRV. The antique engine is still being

Milford Brown	Bonnie Bayser	James Saletta	John Davis	Joseph Mahoney	Scott Ravagnie
President	Secretary	Treasurer	Trustee	Trustee	Fire Chief

worked on and being put back together.

Committee Reports: The Insurance Committee meeting is on June 18, 2020 over a video conference. Labor Management has been working really well together. They had a meeting the other day regarding the paramedic only position going to full time. They will be voting on looking into it more. We are exploring every option we have to reduce costs. We want to look at what a paramedic makes at some other departments. At the end of the year if we don't think it is something that we want then that's fine, we just want to try it. Foreign Fire does not have another meeting until next quarter.

SEECOM: Nothing.

Board of Commissioners: Met on May 30, 2020 and did interviews. Five interviewees were supposed to come and only four attended. The other received a full time job somewhere else.

Fire Cost Recovery: We have not received the check yet.

Grant Applications: For the SAFER Grant, we are on the third payment. We are able to wire transfer online now. The total grant requested was \$1.4 million and we are receiving \$1.1 million. There is also monies made available by the government for COVID 19 and we have requested that as well. We are expecting to get about 75% of that back. Some departments are requesting money for their OT, we don't think they will get reimbursed for that. They will run out of that money really quick if they gave money for all that OT. There was some discussion.

Village/Counties: The HAART group meets weekly. Deputy Chief Schlick sits in with PD agencies in District and they have a conference call every Tuesday to see what everyone is doing.

Other: None.

Old Business: None.

New Business:

Approve Hire Fire-Medics: We will discuss in closed session.

Approve Cherry Hill Consulting Internet Items \$3,285.00: This is to set up the IT room for Station 1. The majority of stuff at Station 1 will be moved over to the new station. Trustee Bayser motioned to approve Cherry Hill Consulting in the amount of \$3,285.00, seconded by Trustee Davis.

Approve Cherry Hill Consulting Computers \$11,255.00: This is for the extra computers for the work stations at Station 1. Trustee Saletta motioned to approve Cherry Hill Consulting in the amount of \$11,255.00, seconded by Trustee Bayser.

Approve Verde Energy Stations 2, 3, 4 \$25,167.26: This program is through ComEd and they come in and do a station study. By just changing out fixtures, we can save a lot of money. Most of the savings will be on the street lamps and bay floors. It will take us about six years to recoup the cost, so is it worth it? Should we break it up? Then we can evaluate it and see if it is worth it. The stations are pretty good at turning their lights off when no one is around. We will work on maybe just doing the outside lights first. We will look into it more.

Milford Brown	Bonnie Bayser	James Saletta	John Davis	Joseph Mahoney	Scott Ravagnie
President	Secretary	Treasurer	Trustee	Trustee	Fire Chief

Approve New Ford Explorer \$40,002.00: This will be Chief's new car and his old car will go to training. The hood and hatch on the old car is rusted so that will be fixed first. This has been budgeted the last two years. Trustee Saletta motioned to approve the new Ford Explorer in the amount of \$40,002.00, seconded by Trustee Davis.

Trustees Agenda:

Old Business: We will discuss the old Station 1 in closed session.

New Business: None.

Trustee Bayser motioned to close the Regular Meeting of the Board of Trustees and move into Closed session for the appointment, employment, discipline, performance or dismissal of specific employees and the selection of person to fill a public office or discipline, performance or removal of the occupant of a public office, inviting in Chief Ravagnie, Deputy Chief Schlick, Attorney Miller, and Administrative Professional Cane, seconded by Trustee Saletta. Roll call noted and all voting members voted yes. The motion was passed and the meeting closed at 10:20AM.

The Regular Meeting of the Board of Trustees re-opened at 11:05AM. Trustee Davis motioned to accept the retirement agreement, seconded by Trustee Saletta. Roll call noted and all voting members voted yes. The motion was passed. Trustee Mahoney motioned to authorize the promotion of the next five qualified candidates on our list, seconded by Trustee Bayser. Roll call noted and all voting members voted yes. Trustee Mahoney motioned to adjourn, seconded by Trustee Bayser and the meeting closed at 11:07AM.

President Milford Brown

Secretary Bonnie Bayser



HUNTLEY FIRE PROTECTION DISTRICT

11808 Coral Street PO Box 517 Huntley, Illinois 60142
P 847-669-5066 F 847-669-0139

Regular Meeting of the Board of Trustees of the Huntley Fire Protection District 7/21/2020 at 9:00AM Station Four

Trustee Brown called the Regular Meeting of the Board of Trustees to order. Roll call noted, present were Trustee Brown, Trustee Bayser, Trustee Saletta, Trustee Davis and Trustee Mahoney. Also present were Chief Ravagnie, Deputy Chief Schlick, Attorney Miller and Administrative Professional Cane. The meeting opened at 9:04AM.

The meeting participants stood for the Pledge of Allegiance.

Public Comments: None.

Presentation - Sawyer Falduto Asset Management: Tom Sawyer gave a brief presentation on the report found in the packet. We have had a pretty good reduction in short term interest rates. We are doing a little better than \$63,000.00 per year in income. We have a little over \$4.5 million in our operating fund. The reserve account is almost down to \$0.00. Our reserve and short term accounts get a little bit of an interest payment. We can close these accounts if we want. Trustee Saletta motioned to approve the Sawyer Falduto report and authorize the Chief to work with them on the closure of these accounts, seconded by Trustee Bayser. Roll call noted, all voting members voted yes. The motion was passed. Tom Sawyer left the meeting at 9:12AM.

Treasurer's Report: Trustee Saletta motioned to approve the Treasurers Report and Accounts Payable in the amount of \$1,421,099.38, seconded by Trustee Davis. Roll call noted and all voting members voted yes. The motion was passed.

Lauterbach and Amen Budget Report: Trustee Saletta motioned to approve the Lauterbach and Amen Report, which is in the Board packet, seconded by Trustee Bayser. Roll call noted, all voting members voted yes. The motion was passed.

Review and Approval of Minutes: Trustee Bayser motioned to approve the Regular Board Meeting Minutes of June 16, 2020 as distributed, seconded by Trustee Davis. Roll call noted, all voting members voted yes. The motion was passed.

Trustee Bayser motioned to approve the Closed Meeting minutes of June 16, 2020 and keep them closed, seconded by Trustee Saletta. Roll call noted and all voting members voted yes. The motion was passed.

Trustee Bayser motioned to approve the six month review of Closed Meeting minutes from January 2020 to June 2020 and keep them closed, seconded by Trustee Davis. Roll call noted and all voting members voted yes. The motion was passed.

Milford Brown	Bonnie Bayser	James Saletta	John Davis	Joseph Mahoney	Scott Ravagnie
President	Secretary	Treasurer	Trustee	Trustee	Fire Chief

Correspondence: We received one thank you letter from Libertyville Fire because the Sonar Team was called and we sent one of our members.

Attorney Report:

Resignation Letter - Fred Olsen Pension Board: We received a letter from Fred Olsen resigning from the Pension Board. Trustee Davis motioned to accept the resignation of Fred Olsen, seconded by Trustee Bayser. Roll call noted and all voting members voted yes. The motion was passed.

Appoint Treasurer Saletta - Pension Board: Trustee Brown appointed Trustee Saletta to the Pension Board to fill this spot. There is no standard term for this position and we will not make a term for this appointment.

Discussion/Adoption of a resolution declaring surplus and authorizing the sale of real property owned by the Huntley Fire Protection District: In regards to the resolution declaring a surplus, we will talk about this more in closed session. This goes by the statute that we do not have to hire a real estate agent. We can sell the property with or without an agent. The sale price must be at least 80% of the appraised value. If we find a buyer, this will give the Chief and Board President the authority to do the paperwork to get the sale done. There was some discussion. Trustee Bayser motioned to approve the resolution, seconded by Trustee Davis. Roll call noted and all voting members voted yes. The motion was passed.

Letter of Agreement: This is for the Acting Officers. We started the Battalion Chief testing. We currently have five members taking the test. We worked with the Union on this temporary letter of agreement. This will help eliminate the amount of overtime we have. There was some discussion. Trustee Saletta motioned to approve this letter with an addendum, seconded by Trustee Bayser. Roll call noted and all voting members voted yes. The motion was passed.

General Report: We are at 2,953 calls, which is down 63 calls from last year. We are slowly getting busier. We started five new full time members and six new part time on July 20, 2020. On August 3, 2020 six more part time members will start. We are still getting applications coming in. We still have two people on medical, and now one on FMLA. One of our members did test positive for COVID. We opened up our restrictions a little bit. We opened the bay floors up for family to visit. We started CPR classes back up. Station 1 construction is going well. The floors and cabinets are in. The QRV is very busy with 259 calls for the month. The Truck only went to 68 calls this month. The battery powered extrication tools are working great. Ambulance 955 is also very busy at Station 5.

Alarm Response - Training Report: Any questions? No.

EMS Dispatches - Education Report: Any questions? No.

Hospitals Report: Any questions? No.

Fire Prevention Report: The hotel wants to start up, which will be on the Village of Huntley's approvals this month.

Public Education Report: We are working on a lot of stuff for the schools. We are working with their administration for a computer based program so the students can still get some fire videos and work in a virtual classroom. There was some discussion on how and when the schools are opening.

Customer Service Surveys: We are at 44% and all very positive.

Facilities Report: Minor repairs are being done. Things have been quiet.

Apparatus Maintenance: The antique engine is getting closer to being done. Chief's car went in for rust and got a new hatch and hood. The Truck has a lot of rust on it but most of that will be covered under warrantee.

Committee Reports: The Insurance Committee meeting is July 30, 2020. We sent out to the members a prescription and provider form to fill out as we look at getting different insurance quotes. The Safety Committee will meet September 1, 2020. The Labor Management meeting is on July 29, 2020. Foreign Fire is supposed to meet this Thursday, July 23, 2020.

SEECOM: Nothing.

Board of Commissioners: They have been meeting. We will have a meeting sometime next week regarding the points for the Battalion Chief testing. We did interviews for full time on June 27, 2020.

Fire Cost Recovery: We received \$2,200.00.

Grant Applications: The SAFER Grant is still going well. We applied for the COVID Grant but have not heard back yet.

Village/Countries: The HAART group is still meeting weekly. The Park District camps are going on but they are only at a 24% capacity. We meet every other month with LITH/Algonquin Fire. Tomorrow, July 22, 2020, we will meet with Woodstock Fire and McHenry County Sheriff's. In 2013 we had an auto aid agreement with Elgin Fire which was never cancelled, so we are going to start that back up.

Other: None.

Old Business: None.

New Business:

Approve VERDE Energy \$7,218.83: This is to do the exterior lighting on the building and in the parking lots for Stations 2, 3 and 4. Trustee Saletta motioned to approved VERDE Energy in the amount of \$7,218.83, seconded by Trustee Bayser.

Approve Life Fitness \$19,998.24: This company did the fitness equipment for Station 5. This is for Station 1 equipment. There was some discussion. Trustee Bayser motioned to approve Life Fitness in the amount of \$19,998.24, seconded by Trustee Saletta.

Approve IAFFD Proxy: Every year we do the membership for their meeting. Trustee Saletta motioned to approve the IAFFD Proxy, seconded by Trustee Bayser.

Trustees Agenda:

Old Business: None.

Milford Brown	Bonnie Bayser	James Saletta	John Davis	Joseph Mahoney	Scott Ravagnie
President	Secretary	Treasurer	Trustee	Trustee	Fire Chief

New Business: Del Webb has a neighborhood watch proposing to do a parade because National Night Out was cancelled. We will be participating. We think we may be a little ahead of what we were anticipating on getting for our tax revenue this year.

Trustee Bayser motioned to close the Regular Meeting of the Board of Trustees and move into Closed session for the appointment, employment, discipline, performance or dismissal of specific employees, the purchase or lease of real property or setting of a price for sale or lease of District property and litigation, inviting in Chief Ravagnie, Deputy Chief Schlick, Attorney Miller, and Administrative Professional Cane. All in favor say aye. The meeting closed at 10:27AM.

The Regular Meeting of the Board of Trustees re-opened at 11:07AM. Trustee Bayser motioned to authorize the District to intervene in a pending pension matter, seconded by Trustee Mahoney. Roll call noted and all voting members voted yes. The motion was passed. Trustee Saletta motioned to adjourn, seconded by Trustee Bayser and the meeting closed at 11:08AM.

President Milford Brown

Secretary Bonnie Bayser



HUNTLEY FIRE PROTECTION DISTRICT

11808 Coral Street PO Box 517 Huntley, Illinois 60142
P 847-669-5066 F 847-669-0139

**Regular Meeting of the Board of Trustees of the Huntley Fire Protection District
8/18/2020 at 9:00AM
Station Four**

Trustee Brown called the Regular Meeting of the Board of Trustees to order. Roll call noted, present were Trustee Brown, Trustee Bayser, Trustee Saletta and Trustee Mahoney. Also present were Chief Ravagnie, Deputy Chief Schlick, Attorney Miller, Fire Marshal Ken Madziarek and Administrative Professional Cane. Absent was Trustee Davis. The meeting opened at 9:00AM.

The meeting participants stood for the Pledge of Allegiance.

Public Comments: None.

Treasurer's Report: Trustee Saletta motioned to approve the Treasurers Report and Accounts Payable in the amount of \$1,629,924.03, seconded by Trustee Bayser. Roll call noted and all voting members voted yes. The motion was passed.

Lauterbach and Amen Budget Report: Anything significant? No. Trustee Saletta motioned to approve the Lauterbach and Amen Report, which is in the Board packet, seconded by Trustee Bayser. Roll call noted, all voting members voted yes. The motion was passed.

Review and Approval of Minutes: Trustee Bayser motioned to approve the Regular Board Meeting Minutes of July 21, 2020 as distributed, seconded by Trustee Saletta. Roll call noted, Trustee Mahoney abstained, all remaining members voted yes. The motion was passed.

Trustee Bayser motioned to approve the Closed Meeting minutes of July 21, 2020 and keep them closed, seconded by Trustee Saletta. Roll call noted, Trustee Mahoney abstained, all remaining members voted yes. The motion was passed.

Correspondence: We received a thank you letter from the Illinois Fire Safety Alliance. Lt. Bentley put together a video for them. We also received a thank you card from the hospital since we sent crews over to do a cardiac exercise. Our last thank you was from Union fire, because they had a fire just on the other side of our District and we sent a Battalion Chief, Engine and Tender.

Attorney Report: We have still not heard from the association by Station 3. The attorney said he did not know that the property was donated to us.

Ordinance 2020-02: This is for the impact fees. As a Fire District, we are not allowed to receive impact fees, but we can receive contribution fees by a developer. We are the ones that are the most impacted while construction is going on. The amounts are negotiated directly with the builders. We receive a certain amount of money per home, depending on what was negotiated. Algonquin found an intergovernmental agreement from 1995 and they are saying we would get \$30.00 per home. We are currently getting \$685.00 per home from Huntley. We are going to give this ordinance to all the

Milford Brown	Bonnie Bayser	James Saletta	John Davis	Joseph Mahoney	Scott Ravagnie
President	Secretary	Treasurer	Trustee	Trustee	Fire Chief

surrounding villages. If the villages support us, we will probably get the higher amount. 272 homes are projected to be built in Algonquin. The only issue if we do an intergovernmental agreement is it may be delayed a month. Trustee Bayser motioned to approve the ordinance, seconded by Trustee Mahoney. Roll call noted and all voting members voted yes. The motion was passed.

Fire Marshal Madziarek left the meeting at 9:14am.

General Report: We are at 3,355 calls for the year. We are down 42 calls. Station 1 is really coming along. The elevator is on site and it is being worked on. That is what has been holding us up. The target date for being completed is Labor Day. Final touch ups are being done on paint right now. We are hoping to be at the new station for the next meeting. Old Station 1 is up for sale on Loop Net. We had one person reach out to us from Canada. The listing will be up for three months. All new hires are done with orientation. We assigned everyone to shifts. We only have one open part time shift for next month. We have not had that in a very long time. Over the weekend, five of our cadets moved onto being interns. We moved a lot of stuff from the training tower over to new Station 1 and the cadets and interns helped us. Truck 983 is out of service, and September 8, 2020 it will go in to be painted. The steering pump has been leaking and the outriggers sensors are not working. The pump has been on order for three or four months. We have a lot of trucks in the area that can come help us out while ours is out of service. The Battalion Chief testing was yesterday, 8/17/2020. We have five candidates and that went well. The points were sealed up. There is a Commissioners meeting on 8/25/2020. The written test is 9/28/2020. We did have one member report back to light duty. Senior staff is working on a new command policy.

Alarm Response - Training Report: Any questions? No.

EMS Dispatches - Education Report: Station 5 is still staying very busy.

Hospitals Report: Any questions? No.

Fire Prevention Report: Jewel, Jiffy Lube and ASAP Garage are moving along. They are breaking ground at the Thornton's and Hampton Inn.

Public Education Report: We are still working on a lot of virtual items for the school.

Customer Service Surveys: We are at 47% and all very positive.

Facilities Report: Normal repairs are being done. All the light improvements have been done. Interior lights for Stations 2 and 3 will be coming from the old annex building.

Apparatus Maintenance: The antique engine is almost finished and the lettering guy will be coming in.

Committee Reports: The Insurance Committee meeting is this Thursday, 8/20/2020. The Safety Review Board meeting is 9/1/2020 and Labor Management is on 8/29/2020. Foreign Fire meets the week of 8/24/2020.

SEECOM: They are back to full staff.

Board of Commissioners: They will meet the week of 8/24/2020 to go over points.

Milford Brown	Bonnie Bayser	James Saletta	John Davis	Joseph Mahoney	Scott Ravagnie
President	Secretary	Treasurer	Trustee	Trustee	Fire Chief

Fire Cost Recovery: We received \$2,200.00.

Grant Applications: Nothing new.

Village/Countries: Nothing new, the HAART group is still meeting weekly.

Other: None.

Old Business: The Tactical Athlete renewal is up in September. It was \$20,000.00 last year. We have only had one member use this. Anyone who gets injured has been sent to Orthollinois and they have been doing a really great job.

New Business:

Approve Nozzles \$6,840.00: These are to replace the other nozzles that had a safety issue. Trustee Bayser motioned to approve the purchase of new nozzles in the amount of \$7,218.83, seconded by Trustee Saletta.

Approve Madsen Tuition Reimbursement \$1,672.50: This is to reimburse one of our member's tuition costs. Trustee Bayser motioned to approve the tuition reimbursement in the amount of \$1,672.50, seconded by Trustee Saletta.

Trustees Agenda:

Old Business: None.

New Business: None.

Trustee Bayser motioned to adjourn, seconded by Trustee Saletta and the meeting closed at 9:49AM.

President Milford Brown

Secretary Bonnie Bayser

Milford Brown	Bonnie Bayser	James Saletta	John Davis	Joseph Mahoney	Scott Ravagnie
President	Secretary	Treasurer	Trustee	Trustee	Fire Chief



HUNTLEY FIRE PROTECTION DISTRICT

11808 Coral Street PO Box 517 Huntley, Illinois 60142
P 847-669-5066 F 847-669-0139

**Regular Meeting of the Board of Trustees of the Huntley Fire Protection District
9/15/2020 at 9:00AM
Station Four**

Trustee Brown called the Regular Meeting of the Board of Trustees to order. Roll call noted, present were Trustee Brown, Trustee Bayser, Trustee Saletta, Trustee Davis and Trustee Mahoney. Also present were Chief Ravagnie, Deputy Chief Schlick, Attorney Miller and Administrative Professional Thompson. The meeting opened at 9:00AM.

The meeting participants stood for the Pledge of Allegiance.

Public Comments: None.

Treasurer's Report: Trustee Saletta motioned to approve the Treasurers Report and Accounts Payable in the amount of \$2,852,917.36 seconded by Trustee Davis. Roll call noted and all voting members voted yes. The motion was passed.

Lauterbach and Amen Budget Report: Trustee Saletta questioned the status of payments for the construction costs. They have been a little higher lately. We have a little over \$1 million left for Boldt. No other questions. Trustee Saletta motioned to approve the Lauterbach and Amen Report, which is in the Board packet, seconded by Trustee Bayser. Roll call noted, all voting members voted yes. The motion was passed.

Review and Approval of Minutes: Trustee Bayser motioned to approve the Regular Board Meeting Minutes of August 18, 2020 as distributed, seconded by Trustee Mahoney. Roll call noted, Trustee Davis abstained, all remaining members voted yes. The motion was passed.

Trustee Bayser motioned to approve the Special Board Meeting Minutes of August 31, 2020 as distributed, seconded by Trustee Davis. Roll call noted, all voting members voted yes. The motion was passed.

Trustee Bayser motioned to approve the Closed Meeting minutes of August 31, 2020 and keep them closed, seconded by Trustee Mahoney. Roll call noted, all voting members voted yes. The motion was passed.

Correspondence: The first was from Al Allen's family. He was a member of the District for over 20 years. The second was from a Miles just thanking the District. Russ Wilson's mother-in-law also sent one as she turned 95 and we did a parade for her.

Attorney Report: We sent Regency Square a letter saying we were willing to pay something but not the full amount. They said no. They cannot lien public property. We will no longer be doing anything with them. We received a letter from the Labor Relations Board. This is to accept the contract. In a few months we will do the levy. We have to decide if we want to increase the outside pension cap amount.

Milford Brown	Bonnie Bayser	James Saletta	John Davis	Joseph Mahoney	Scott Ravagnie
President	Secretary	Treasurer	Trustee	Trustee	Fire Chief

In the past we have done \$100,000.00, and we are thinking to raise it \$50,000.00-\$75,000.00. Since we have spent so much money on construction the last few years, this could be a way to slowly build back up our operating funds while maintaining the pension fund. We can also do an offset to increase operating funds. We will not do the levy until November or December 2020. We have saved a lot of money switching our insurance now, but we don't know what it will be in two-three years. We have been keeping our rate lower, but we are thinking about possibly raising our taxes. We are going to meet with our accountant to discuss some options. We want to make sure we don't get behind on the pension or the operating costs.

General Report: In 2019 at this time we had 3,048 calls, and we are currently down 28 calls from last year. Our response times have been much quicker lately. We had a large fire and it went really well. Station 1 is moving along. Last week's rain slowed us up. They should be done with the concrete today. We are thinking about having a little ceremony to decommission the old station and bless the new station on 9/17/2020 at 9:30AM. The phones and internet will be down for several hours but it should be a smooth transition. There will still be some construction going on at Station 1 for the next few weeks but we will be moved in on 9/17/2020. We are still waiting on the occupancy for the second floor. We have had 1,700 views on Loop Net for the old station. McHenry County Chiefs met this week. We talked about station numbering. We are still going to keep the same numbers. The insurance meeting is 9/22/2020 for all of the families. Open enrollment will be out this week or next week. We have met with our personal trainer and she will be back the end of this month. The written test for the Battalion Chiefs is on 9/28/2020. We do have a list of Acting Battalion Chiefs that we created with the Union. We have three members on light duty. We have filed a petition to intervene on a pension matter. There was some discussion.

Alarm Response - Training Report: Any questions? No.

EMS Dispatches - Education Report: Any questions? No.

Hospitals Report: Any questions? No.

Fire Prevention Report: We have 272 houses being built in our District. We are still working on trying to increase our fees.

Public Education Report: We are working on some community risks assignments. We are still working on virtual items for the kids.

Customer Service Surveys: We are at 44% and all very positive.

Facilities Report: The gear washer had some maintenance done.

Apparatus Maintenance: The antique Engine is lettered. A lot of work has been done on Truck 983.

Committee Reports: The Apparatus Committee met today. We do not have another insurance meeting scheduled yet. No Labor Management meeting and Foreign Fire is scheduled for the end of this month.

SEECOM: Nothing new.

Board of Commissioners: They will meet on 9/29/2020 after the written test and they will approve the final list before the military points are out.

Fire Cost Recovery: We received \$4,088.00.

Grant Applications: Kane County has been sending out notices for the Cares Act which we applied for. They have now identified that more money is available for payroll reimbursement. The amount of money depends on the number of addresses we have in Kane County. This will cover March-December 2020 payrolls. March 1, 2020-April 30, 2020 our payroll was \$2.7 million. Only 5 counties received money. Kane County was included but McHenry County was not. We are still waiting to hear how much Kane County is going to allocate for the Fire Districts. We are thinking we will be reimbursed for any overtime due to any of our members being out with COVID.

Village/Counties: Nothing new from the villages. The HAART group is still meeting. We need to make sure we lock our cars. There have been a lot of break-ins.

Other: None.

Old Business: None.

New Business: None.

Approve: Declare surplus Fire Hose: In 2019 we did not declare surplus. For 2020, we have seven 100' lengths of 5", six 50' lengths of 1 3/4" and ten 50' lengths of 2 1/2". Trustee Davis motioned to approve the declaration of surplus Fire Hose, seconded by Trustee Saletta.

Trustees Agenda:

Old Business: None.

New Business: NIAFPD has a Zoom meeting in October 2020. The next Huntley Board of Trustees meeting will be at the new Station 1.

Trustee Davis motioned to adjourn, seconded by Trustee Bayser and the meeting closed at 10:14AM.

President Milford Brown

Secretary Bonnie Bayser

Milford Brown	Bonnie Bayser	James Saletta	John Davis	Joseph Mahoney	Scott Ravagnie
President	Secretary	Treasurer	Trustee	Trustee	Fire Chief



HUNTLEY FIRE PROTECTION DISTRICT

11118 Main Street Huntley, Illinois 60142
P 847-669-5066 F 847-669-0139

**Regular Meeting of the Board of Trustees of the Huntley Fire Protection District
10/20/2020 at 9:00AM
Station One**

Trustee Brown called the Regular Meeting of the Board of Trustees to order. Roll call noted, present were Trustee Brown, Trustee Bayser and Trustee Saletta. Also present were Chief Ravagnie, Deputy Chief Schlick, Attorney Miller, Tom Falduto and Administrative Professional Thompson. Trustee Mahoney was absent. The meeting opened at 9:10AM.

The meeting participants stood for the Pledge of Allegiance.

Public Comments: None.

Sawyer Falduto: The report is in the Board packet. Where do we go from here? Short term rates cut to near 0. It is very data driven, and depends on the economy. Any questions? No. Tom Falduto left at 9:14AM.

Trustee Davis entered at 9:15AM.

Awards: Chief Ravagnie thanked everyone for coming. Everything we have in Huntley we own. We have paid for everything with savings. He presented awards to all the contractors that worked on Stations 1 and 5.

We took a refreshment break at 9:32AM.

The meeting re-opened at 9:54AM.

Treasurer's Report: Trustee Saletta motioned to approve the Treasurers Report and Accounts Payable in the amount of \$651,051.73, seconded by Trustee Bayser. Roll call noted and all voting members voted yes. The motion was passed.

Lauterbach and Amen Budget Report: We are at \$0.00 with our reserves. We did not go over. There is close to \$6 million still in the operating fund. Trustee Saletta motioned to approve the Lauterbach and Amen Report, which is in the Board packet, seconded by Trustee Bayser. Roll call noted, all voting members voted yes. The motion was passed.

Review and Approval of Minutes: Trustee Bayser motioned to approve the Regular Board Meeting Minutes of September 15, 2020 as distributed, seconded by Trustee Davis. Roll call noted, all voting member voted yes. The motion was passed.

Correspondence: We received one thank you from Sun City. We did a parade for National Night Out.

Milford Brown	Bonnie Bayser	James Saletta	John Davis	Joseph Mahoney	Scott Ravagnie
President	Secretary	Treasurer	Trustee	Trustee	Fire Chief



HUNTLEY FIRE PROTECTION DISTRICT

11118 Main Street Huntley, Illinois 60142
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Attorney Report: We have a pension intervention hearing today. We sent a letter to Regency Square and we are waiting to hear back from them. We just received the EAVs from the County and they are anticipating a 2.6% EAV increase. The District will get approximately \$11.5 million. The truth in taxation number is over \$12 million. Do we want to increase the amount that is going into the pension fund or do we increase the outside the cap number? Even with the extra money, we are estimating that the rate will be almost the same. The tax payers would pay about 1% more. Last year for the pension fund, the amount they received was about \$1.5 million. Our audit indicated we should be putting \$1.85 million in the pension fund. We can give the pension fund the recommended amount and still put extra in operating.

General Report: We are down 118 calls from this time last year. We moved into Station 1 on September 24, 2020. The clothing and gear has moved to Station 1 for storage. Battalion Chief testing was October 25, 2020. Physicals were done as well. One person was flagged to see a cardiologist. We took someone down for a showing at the old Station 1 with their architect this past Friday October 16, 2020. Our Chaplain will be leaving and moving out of state. We want to do a promotional ceremony for the Lieutenants we just promoted.

Alarm Response - Training Report: Any questions? No.

EMS Dispatches - Education Report: Any questions? No.

Hospitals Report: Any questions? No.

Fire Prevention Report: Any questions? No.

Public Education Report: Any questions? No.

Customer Service Surveys: We are at 46% and all very positive.

Facilities Report: Any questions? No.

Apparatus Maintenance: We are still working on the antique engine. We replaced the brakes on an ambulance.

Committee Reports: We made the switch to new insurance on October 1, 2020. Some members are having issues. The deductible information has not transferred over yet. It is still a work in progress. The Safety Committee is purchasing helmet holders. We try to put the gear in compartments and have everything strapped down in the vehicles. Foreign Fire has a meeting on November 5, 2020. They just got their check from the municipal league. Nothing is scheduled for Labor Management.

Milford Brown	Bonnie Bayser	James Saletta	John Davis	Joseph Mahoney	Scott Ravagnie
President	Secretary	Treasurer	Trustee	Trustee	Fire Chief



HUNTLEY FIRE PROTECTION DISTRICT

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SEECOM: Nothing new.

Board of Commissioners: They met the other day to finalize the Battalion Chief list. To get on the preliminary list you have to have 70% on three elements of testing. There is another meeting October 23, 2020 to finish finalizing the list.

Fire Cost Recovery: We received \$1,832.00.

Grant Applications: Because of the Safer Grant, we will not have to buy turn out gear for a while. Kane County got \$93 million for their grant, and allocated \$1.5 million for emergency responders. Chief Schlick put in for \$2.7 million.

Village/Counties: We still are having the HAART group meetings. The schools are starting to go back to in person. The library is doing a lot of remodeling.

Other: We received a check for \$5,077.00 for the IPRF Stimulus Grant.

Old Business: None.

New Business:

Approve: Training room tables \$10,950.00: Trustee Bayser motioned to approve the purchase of the training room tables in the amount of \$10,950.00, seconded by Trustee Davis.

Approve: Training room chairs \$10,368.00: Trustee Bayser motioned to approve the purchase of the training room chairs in the amount of \$10,368.00, seconded by Trustee Davis.

Approve: Declare surplus six chairs: These are the old recliners from Station 1. Some of them will go to the training tower. Trustee Davis motioned the declaration of six surplus chairs, seconded by Trustee Bayser.

Trustees Agenda:

Old Business: None.

New Business: None.

Trustee Davis motioned to adjourn, seconded by Trustee Bayser and the meeting closed at 10:41AM.

Milford Brown	Bonnie Bayser	James Saletta	John Davis	Joseph Mahoney	Scott Ravagnie
President	Secretary	Treasurer	Trustee	Trustee	Fire Chief



HUNTLEY FIRE PROTECTION DISTRICT

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President Milford Brown

Secretary Bonnie Bayser

Milford Brown	Bonnie Bayser	James Saletta	John Davis	Joseph Mahoney	Scott Ravagnie
President	Secretary	Treasurer	Trustee	Trustee	Fire Chief



HUNTLEY FIRE PROTECTION DISTRICT

11118 Main Street Huntley, Illinois 60142

P 847-669-5066 F 847-669-0139

**Regular Meeting of the Board of Trustees of the Huntley Fire Protection District
11/17/2020 at 9:00AM
Station One**

Trustee Brown called the Regular Meeting of the Board of Trustees to order. Roll call noted, present were Trustee Brown, Trustee Bayser, Trustee Saletta, Trustee Davis and Trustee Mahoney. Also present were Chief Ravagnie, Deputy Chief Schlick, Attorney Miller, Wade Arthur and Administrative Professional Thompson. The meeting opened at 9:00AM.

The meeting participants stood for the Pledge of Allegiance.

Public Comments: None.

Presentations - Tighe, Kress and Orr: The report is in the Board packet. Wade said the audit went really well. This was the first year they did our audit and it was all remote. We are in a healthy net position with about \$22 million. The capital assets increased greatly. Trustee Bayser motioned to approve the audit report, which is in the Board packet, seconded by Trustee Mahoney. Roll call noted, all voting members voted yes. The motion was passed.

Chief Ravagnie presented an award to Trustee Mahoney to thank him for his help with the station construction. He also presented an award to Trustee Saletta to recognize being one of the Fire Chiefs for our old Station 1.

Treasurer's Report: Trustee Saletta motioned to approve the Treasurers Report and Accounts Payable in the amount of \$1,501,912.98, seconded by Trustee Davis. Roll call noted and all voting members voted yes. The motion was passed.

Lauterbach and Amen Budget Report: We have about \$1 million left to pay for construction. Our account balance is about \$10.8 million, with \$5 million in reserves. How is our overtime doing? We have paid about \$100,000.00 more than last year. We did receive our first stimulus check. There was some discussion. Trustee Saletta motioned to approve the Lauterbach and Amen Report, which is in the Board packet, seconded by Trustee Bayser. Roll call noted, all voting members voted yes. The motion was passed.

Review and Approval of Minutes: Trustee Bayser motioned to approve the Regular Board Meeting Minutes of October 20, 2020 as distributed, seconded by Trustee Davis. Roll call noted, Trustee Mahoney abstained, all remaining voting member voted yes. The motion was passed.

Correspondence: We have received a lot of letters from kids. Some residents wrote letters for the great job our members are doing.

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Attorney Report:

Accept Resignation Letter: This is for member Joseph Tucker. He was here about three months and received an offer from another department. Trustee Bayser motioned to approve the resignation letter, seconded by Trustee Davis. Roll call noted, all voting member voted yes. The motion was passed.

Approve to fill vacancy: There was some discussion. Trustee Davis motioned to authorize the commission to fill vacancy with next eligible spot, seconded by Trustee Bayser. Roll call noted, all voting members voted yes.

Approve Ordinance Levy and Assessing: We increased the levy to \$400,000.00. We can lower the tort by \$100,000.00 and add that to operating. We want to build back up our corporate fund. What is the disadvantage of lowering tort? There really isn't one. Another way is we lower pension cap and raise outside the cap. About a 3.5-4.5% increase on taxes is what we will see. How do we want to allocate the funding? We should put what we can into the operating fund. We need to spend down our ambulance fund. Trustee Saletta motioned to approve the 2020 tax levy and ordinance levying and assessing, seconded by Trustee Bayser. Roll call noted, all voting members voted yes.

General Report: We are down 100 calls from last year. We are working with McHenry County about antigen testing and vaccines. We have been having meetings with the McHenry County Health Department. When we get the vaccines two members can administer them. We are still working on a member pensioning out. Everyone will be back to work tomorrow. We are wearing masks and social distancing. We are transporting more patients with COVID than ever before. There is work being done on the Station 1 parking lot. We have had a few COVID webinars and pension webinars. Jewel is opening 12/8/2020. Battalion Chief Flannigan will be retiring 2/11/2020. Lt. Bentley will be the next one to be promoted. We would like to get approval to move Bentley to 24 hours shifts. As of 11/22/2020, he will be on the 24/48 schedule. He will still do public education.

Alarm Response - Training Report: Any questions? No.

EMS Dispatches - Education Report: Any questions? No.

Hospitals Report: Any questions? No.

Fire Prevention Report: Popeye's is still being worked on. Thornton's is hopefully opening the beginning of next year.

Public Education Report: Any questions? No.

Customer Service Surveys: We are at 46% and all very positive.

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Facilities Report: We have a few small things being worked on at Station 1. We did get money back from the ComEd energy efficiency program.

Apparatus Maintenance: The Truck will be another 2-3 weeks.

Committee Reports: Nothing new with the Insurance Committee. Safety Review meeting is 12/9/2020. They bought helmet holders for the rigs. Labor Management is tomorrow, 11/18/2020. Foreign Fire cancelled their meeting due to COVID. They are trying for 11/20/2020.

SEECOM: Nothing new. They are in the process of hiring more people.

Board of Commissioners: They are meeting on 11/19/2020 to give guidance on hiring.

Approve Stipend: Trustee Davis motion to approve the stipend for the Commissioners, seconded by Trustee Saletta. Roll call noted, all voting members voted yes.

Fire Cost Recovery: We received \$5,632.79.

Grant Applications: Nothing new.

Village/Countries: ETSB signed a contract for new software. For the next five years we will be with ESO. Deputy Chief Schlick meets with PD every month. Chief Ravagnie meets every other week with HAART group.

Other: None.

Old Business: None.

New Business:

Approve: Cutting Edge Communications \$5,747.00: We have terrible cell service in the station. This is for cellular repeating. They will put antennas on the roof and throughout the building. Trustee Saletta motioned to approve the purchase of cellular repeating antennas in the amount of \$5,747.00, seconded by Trustee Bayser.

We also have no radio service. Starcom portables do not work. We are looking into repeaters for that as well. There are a few other buildings in the area that we lose our radio service. Maybe we should make it required for new buildings to put a repeater in.

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Approve: IPRF Safety Grant \$21,309.00. We put in for two radios. We are using the rest of money to pay Target Solutions bill.

Trustees Agenda:

Old Business: None.

New Business: None.

Approve meeting dates for 2021: Trustee Bayser motioned to approve the 2021 Trustees meeting dates, seconded by Trustee Saletta. Roll call noted, all voting members voted yes.

Trustee Davis motioned to adjourn, seconded by Trustee Bayser and the meeting closed at 10:00AM.

President Milford Brown

Secretary Bonnie Bayser

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**Regular Meeting of the Board of Trustees of the Huntley Fire Protection District
12/15/2020 at 9:00AM
Station One**

Trustee Brown called the Regular Meeting of the Board of Trustees to order. Roll call noted, present were Trustee Brown, Trustee Bayser, Trustee Saletta, Trustee Davis and Trustee Mahoney. Also present were Chief Ravagnie, Attorney Miller and Administrative Professional Thompson. Absent was Deputy Chief Schlick. The meeting opened at 9:00AM.

The meeting participants stood for the Pledge of Allegiance.

Public Comments: None.

Treasurer's Report: Trustee Saletta motioned to approve the Treasurers Report and Accounts Payable in the amount of \$970,169.43, seconded by Trustee Bayser. Roll call noted and all voting members voted yes. The motion was passed.

Lauterbach and Amen Budget Report: Trustee Saletta questioned if we still have outstanding construction costs. Yes, we need some repair work on the sidewalk and driveway. We have around \$900,000.00 left that we owe. The costs are \$1 million a month for operating expenses. We still have tax money coming in from the counties. Trustee Saletta motioned to approve the Lauterbach and Amen Report, which is in the Board packet, seconded by Trustee Bayser. Roll call noted, all voting members voted yes. The motion was passed.

Review and Approval of Minutes: Trustee Bayser motioned to approve the Regular Board Meeting Minutes of November 17, 2020 as distributed, seconded by Trustee Mahoney. Roll call noted, all voting member voted yes. The motion was passed.

Correspondence: We have received a lot of letters from our residents stating that we are doing a great job.

Attorney Report: In regards to our tax revenue, it looks like we will be receiving at least another \$400,000.00-\$500,000.00. COVID vaccinations have started. Can we mandate it? Probably. The Statewide Firefighter Union has agreed that you can mandate. There are exceptions for medical or religious reasons. The firefighter-paramedics have been put in category 1b. 1a is for the nurses and workers at the hospitals and nursing homes. 1a is being distributed today, 12/15/2020. 1b is scheduled for late January or early February. IDPH will most likely mandate it. The other option we have is creating a policy stating if we want to make it mandatory or voluntary. Does the Collective Bargaining Unit have any say? Probably not. We did a survey to see if our members would want it. We are at about 50/50. We will just have to wait and see because it is still early in the process. We have the CLIA certificate so that we are able to disperse the vaccine when ready. We received a letter from McHenry County letting

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us know all of our properties are tax exempt. We did get a tax rate objection for our ambulance fund. Attorney Miller will look into it.

Legislative Report:

Insurance Amendment: Kalli Ortega contacted us with a new policy option. It is almost identical to the plan we were going to switch to on 1/1/2021, but it will save us an additional \$32,000.00 a year. We want to keep our current HSA and next year we will look into it. Trustee Bayser made a motion authorizing change to the new amended UHC policy, seconded by Trustee Davis. Roll call noted, all voting member voted yes. The motion was passed.

General Report: We are 110 calls down from last year, but we have been busy. We have had a lot of COVID calls. We are all in masks all day. We have been sending our members to the immediate care in Crystal Lake and a bone and joint center that has the results back in four hours. We are now taking temperatures at 7:00am and 7:00pm. We have been getting reimbursed from IPRF for missed time. We did have one of our member resign and he will be replaced by one of our part time members that has been with us for a few years. He will start 1/11/2021. We gave job offers to two single role paramedics. We want to start them 1/11/2021 also. This program seems to be working well. What is the Boards feeling on giving OT to part time members? We are looking at the numbers for how much that will cost. None of our part time can work over 212 hours now, but we are thinking about allowing them to work 240 hours a month. We need to figure out what the cutoff is from going to part time to full time. How soon do we want to implement this? Maybe another month or two. Our shift openings have been going down since implementing shift assignments for the part time. Another member is on light duty after breaking his finger. ESO is the new company replacing Firehouse. We have had many meetings with them. We have another meeting on Thursday, 12/14/2020. ESO is paid for by the county. We have not heard any more on old Station 1. We did have a call from century 21 last week that they have a client that is interested.

Alarm Response - Training Report: Any questions? No.

EMS Dispatches - 42% of call volume in November was from Del Webb.

Hospitals Report: Any questions? No.

Fire Prevention Report: The fire alarms in Popeye's and Thornton's are up. It should be another few weeks until opened. The new jewel is open.

Public Education Report: We are working on repurposing this position since Lt. Bentley will be going to shift. Lt. Gitzke has been doing a lot with the mobile integrated health program. The hospital is on board with this. There are grants to help with this program as well.

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Customer Service Surveys: We are at 47% and all very positive.

Facilities Report: With Battalion Chief Flannigan retiring, Battalion Chief Eeg will be taking over.

Apparatus Maintenance: We are thinking about putting someone as the shop manager. We spoke to Marengo Auto and they told us the Truck would be done the end of January. New tires are on the Tender. Per the DOT they were outdated. The turbo cooler went on one of the ambulances but it is under warranty. The brush truck will be our second plow truck for the winter. One of our engines is out for an alignment.

Committee Reports: The Insurance Committee is going well. Safety Committee met on 12/9/2020. Labor Management met and talked about part time and Battalion Chief scheduling. Foreign Fire met and they had their election.

SEECOM: We had our quarterly meeting yesterday, 12/14/2020. Our contract is coming up on 5/1/2021 and shows an increase. They have not increased their fees since 2016. We are in a three year contract.

Board of Commissioners: They met a few weeks ago to move forward on the next candidate.

Fire Cost Recovery: We received \$1,727.20.

Grant Applications: The SAFER Grant is still going well.

Village/Counties: We are still meeting every other week.

Other: Review 2020 Goals and Objectives: Any questions? No. We got a lot done this year.

Old Business: None.

New Business:

Approve: Foreign Fire: They have spent a lot of money recently. They bought five inverting tables for working out. They bought a hose washing machine. They paid for a mastering fire ground command class on incident command. We will pay 7g to anyone who attends this class. It is \$10,000.00. Trustee Davis made a motion to approve the Foreign Fire purchases, seconded by Trustee Saletta. Roll call noted, all voting member voted yes. The motion was passed.

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Approve: Kevin Billenstein \$666.00: This is for course reimbursement for his courses. Trustee Davis made a motion to approve the course reimbursement, seconded by Trustee Bayser. Roll call noted, all voting member voted yes. The motion was passed.

Trustees Agenda:

Old Business: None.

New Business: None.

The registration for the NIAFPD Annual Conference for January 30, 2021 is going on. This is all remote.

Trustee Mahoney motioned to adjourn, seconded by Trustee Bayser and the meeting closed at 10:37AM.

President Milford Brown

Secretary Bonnie Bayser

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