



# HUNTLEY FIRE PROTECTION DISTRICT

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## Regular Meeting of the Board of Trustees of the Huntley Fire Protection District

**7/18/2023 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, Executive Administrator Callie Thompson, Administrative Assistant Tina Winters, and Tom Sawyer.

The meeting opened at 9:00am.

Public Comments: None.

Trustee Davis entered at 9:04am.

Presentations: Tom Sawyer: Not much has changed in the capital fund. We are gaining about \$32,000 a year in interest. The report is in the packet.

Tom Sawyer left the meeting at 9:09am.

Correspondence:

Treasurer's Report: Trustee Bayser motioned to approve the Treasurers Report and Accounts Payable in the amount of \$1,197,783.49, 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 three months of emergency funds in our account. Personnel costs were up last month due to three pay periods, a large payment to the pension fund and holiday pay. Ambulance revenue is up. 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.

Approval of Regular minutes from June 20, 2023: Trustee Bayser motioned to approve the minutes from the Regular Board meeting on June 20, 2023, seconded by Trustee Mahoney. Roll call noted, all voting members voted yes. The motion was passed.

Approval of 6-month review of Closed minutes January – June 2023: Trustee Bayser motioned to approve the 6-month review of closed minutes and keep them closed, seconded by Trustee Davis. Roll call noted, all voting members voted yes. The motion was passed.

Attorney Report:

There is something called the Vendor Reporting Law, which we must adhere to because we have more than \$5 million in revenue annually. We must make a good faith effort to see if any of our vendors are minority or woman

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President	Secretary	Treasurer	Trustee	Trustee	Fire Chief

owned. We will send a form to our vendors once a year. The First Amendment Auditors are going around to fire stations and recording inside the fire stations.

General Report: The gross sales for CPAT have been over \$87,000, with the net income over \$81,000. It has been almost full each month. We are currently at 3,764 calls for the year, compared to 3,693 last year. There were no issues with the fireworks or Ribfest. We had four part-time members start last week and so far it has been going well. We had a tornado come through town and tore the roof off an apartment building and there were some trees and power lines down. The Red Cross was called in. We had a kitchen fire last Saturday. They did a great job with that. National night out softball game is August 1, 2023. We have our open house on August 2, 2023. The District photos are mid-august and our group picture will be August 23, 2023. On July 25, 2023 and July 26, 2023 we will be hosting an active shooter drill with police. The retiree breakfast is July 28, 2023. Yesterday was the start of our audit. Bring your child to work day was hosted over three days last week. It went well. Camp I am me was on June 21, 2023. We will have our District family pool party on August 4, 2023. The Union is buying food this year. Chief Ravagnie has reached out to the Pingree Grove Village Manager about the growth in our district.

Alarm Response: Any questions? No.

EMS Dispatches: Any questions? No.

Hospitals Report: Any questions? No.

Mobile Integrated Health: Any questions? No.

Fire Prevention Report: Any questions? No.

Public Education Report: Any questions? No.

Customer Service Surveys: We are currently at 53% and all have been positive.

Facilities Report: Any questions? No.

Apparatus Maintenance: Any questions? No.

Committee Reports: No dates have been set year for meetings.

Insurance: Nothing.

SEECOM: Nothing.

Board of Commissioners: They will be meeting July 20, 2023 to go over the Lieutenant testing. Nine members have put in applications.

Fire Cost Recovery: We received a check for \$2,680.00.

Grant Applications: We have not heard anything on our grant applications.

Village/Counties: The HAART Group met last month. Chief Ravagnie went to the Lake in the Hills Board meeting on July 11, 2023, and led the Pledge of Allegiance. He also did a presentation going over our District.

Old Business:

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New Business:

Approve: Advance Fire Training \$11,000: Trustee Saletta motioned to approve the payment to Advance Fire Training in the amount of \$11,000, seconded by Trustee Bayser. Roll call noted, all voting members voted yes. The motion was passed.

Approve: Full-Time Hires: We have in the budget to hire three full-time employees in August 2023, and three more full-time in March 2024. We would like to hire all six in August. There was some discussion on the hiring plan. Trustee Saletta motioned to approve the hiring of four full-time members with one Lieutenant promotion, seconded by Trustee Bayser. Roll call noted, all voting members voted yes. The motion was passed.

Approve: College Incentive: We are proposing that for every 10 hours the interns work, we will pay one credit towards their tuition. Trustee Saletta motioned to approve the college incentive amended to state they need to complete and pass the course first, seconded by Trustee Bayser. Roll call noted, all voting members voted yes. The motion was passed.

Approve: Declare surplus Stairmaster: This is a very old piece of equipment. Trustee Mahoney motioned to approve declaring the Stairmaster surplus, seconded by Trustee Bayser. Roll call noted, all voting members voted yes. The motion was passed.

Approve: Declare surplus Fire Hose: Fire Catt did the hose testing, and 2.3% of our hose failed. This is what will be declared surplus. Trustee Bayser motioned to approve declaring the failed fire hose surplus, seconded by Trustee Davis. Roll call noted, all voting members voted yes. The motion was passed.

Trustees Agenda:

New or Old Business:

The Fire Trustee Association meeting is on July 31, 2023.

We took a break at 9:46am. The meeting reconvened at 9:54am.

One of our members filed their pension paperwork. One member had surgery last week and will be out for five months, and another member had surgery and will be out for the next 2-3 weeks. We also had a member get an MRI and will hopefully be released this week. We have one member retiring in January and another in February of 2024. We would like to hire a full-time Administrative Assistant on September 11, 2023.

Administrative Assistant Tina Winters left the meeting at 9:56am.

There was some discussion on the hiring of a full-time Administrative Assistant. Trustee Bayser motioned to approve the hiring of Tina Winters as a full-time Administrative Assistant starting on September 11, 2023, seconded by Trustee Davis. Roll call noted, all voting members voted yes. The motion was passed.

Administrative Assistant Tina Winters entered the meeting at 10:01am.

Trustee Davis motioned to adjourn, seconded by Trustee Bayser. All in favor say aye and the meeting closed at 10:28am.

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President Milford Brown

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Secretary Bonnie Bayser

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