



# HUNTLEY FIRE PROTECTION DISTRICT

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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  
1/19/2021 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. The meeting opened at 9:00AM.

The meeting participants stood for the Pledge of Allegiance.

The meeting participants held a moment of silence for the passing of Deputy Chief Albert Schlick.

Public Comments: None.

Sawyer Falduto: The operating fund currently has \$4,537,000.00. There is about \$82,000.00 a year of cash flow in this fund. The presentation is in the packet. Any questions? No.

Treasurer's Report: Trustee Saletta motioned to approve the Treasurers Report and Accounts Payable in the amount of \$941,738.72, seconded by Trustee Bayser. Roll call noted and all voting members voted yes. The motion was passed.

Lauterbach and Amen Budget Report: We just made the last payment on our construction costs for \$718,000.00, so this will bring our accounts total down to about \$7.9 million. There was an increase in personnel costs due to sick time. Trustee Saletta motioned to approve the Lauterbach and Amen Report, which is in the Board packet, seconded by Trustee Mahoney. 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 December 15, 2020 as distributed, seconded by Trustee Davis. Roll call noted, all voting member voted yes. The motion was passed.

Trustee Bayser motioned to approve the six month review of Closed Meeting minutes from July 2020 to December 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 thank you letter for a house fire we went to in Hoffman Estates. Jennifer Wagner sent us a sympathy letter for DC Schlick. Alden sent a letter for our members doing great job. We received several donations for Chuck Wells.

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



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Attorney Report: Rebuttle presumption we believe will be signed by the Governor. The Family First COVID Response Act benefits expired. There is CARES funding and then there is CURES funding that we are looking into. We put in for both CARES and CURES. We should get a refund of \$1,120,500.00 from CARES, and \$484,680.00 from CURES. We are being refunded for salaries as well as supplies. We will not have to adjust our budget.

Trustee Bayser motioned to adopt the resolution authorizing intergovernmental agreement with Kane County, second by Trustee Davis. Roll call noted and all voting members voted yes. The motion was passed.

General Report: We ended the year with 5,326 calls. April was our busiest month. We have a few members on light duty. We do have an ESO meeting on Thursday, January 21, 2021. 25 members declined the vaccine and nine are undecided, but most members have received the vaccine. Senior Staff should have the year-end report done by February. We lost two part time members to Highland Park. We hired one full time member and two single role paramedics. We are still looking at hiring more part time members. The Truck will hopefully be back by the end of this month. We went to pick up our new ambulance in Iowa and we have it now. By next week it should be in service. It will go to Station 2. This is our first gas ambulance. The new budget forms should be out by next week. Peer support came in yesterday and saw a few of our members. We are switching from Verizon to T-Mobile which will be about a \$4,800.00 savings per year.

Alarm Response - Training Report: Any questions? No.

EMS Dispatches - Any questions? No.

Hospitals Report: Any questions? No.

Fire Prevention Report: A lot of projects are going on. There is a big project coming to Huntley this year. 162 homes are being built in Huntley.

Public Education Report: Any questions? No.

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

Facilities Report: Any questions? No.

Apparatus Maintenance: Has been busy.

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Committee Reports: The new UHC policy started on 1/1/21. Safety Committee met in December and will meet again in March. Labor Management is working on a meeting date. Foreign Fire will have a meeting this month or next month.

SEECOM: We will be changing a few of our vehicle numbers. We will now have Battalion 9 instead of 930. And the QRV will be 920 instead of 937. We should be ready to go by 2/1/21.

Board of Commissioners: They will meet Friday 1/22/21. They will work on Lieutenants testing.

Fire Cost Recovery: We received \$4,296.79.

Grant Applications: We are working on a few grants currently. There is a small tools grant we will be applying for. We are also working on an AIG grant.

Village/Counties: Dave Johnson is back at the Village.

Other: Review 2020 Goals and Objectives: Are there any carryovers from last year? Yes, there are a few.

Two of our members are looking at equipment for CPAT testing. We are looking into offering the testing. Our cadet/interns would be running this program with a few of our staff. We could potentially earn \$100,000.00 a year with this program. CPAT would certify us.

We will do a walkout on 2/11/2021 at 4:00PM for the retirement of Battalion Chief Tim Flannigan.

Old Business: None.

New Business:

Approve: Rick Madsen \$333.00: This is for three credit hours. He now has his degree. Trustee Bayser made a motion to approve the course reimbursement, seconded by Trustee Mahoney. Roll call noted, all voting member voted yes. The motion was passed.

Trustees Agenda:

Old Business: Everyone is registered for the NIAFPD conference on January 30, 2021.

W received a letter from Cary and Woodbridge and they did not pass for being on the State Board. There are no Fire District members on the State Board for Pension. Are we going to still continue being member for International Fire Chiefs Association? We will have the Chief be a member.

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New Business: None.

Trustee Mahoney 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, Attorney Miller and Administrative Professional Thompson, seconded by Trustee Bayser. The meeting closed at 9:45AM.

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President Milford Brown

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Secretary Bonnie Bayser

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Milford Brown	Bonnie Bayser	James Saletta	John Davis	Joseph Mahoney	Scott Ravagnie
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**Regular Meeting of the Board of Trustees of the Huntley Fire Protection District  
2/16/2021 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 and Trustee Mahoney. Also present were Chief Ravagnie, Attorney Miller and Administrative Professional Thompson. 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 \$1,403,068.28, seconded by Trustee Bayser. Roll call noted and all voting members voted yes. The motion was passed.

Lauterbach and Amen Budget Report: We made the final payment to Boldt Construction so Station 1 is now paid off. We also paid about \$200,000.00 for our new ambulance. We did receive our COVID relief funds. There was a general discussion held about the COVID relief dollars. 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 January 19, 2021 as distributed, seconded by Trustee Davis. Roll call noted, all voting member voted yes. The motion was passed.

Trustee Bayser motioned to approve the Closed Meeting minutes from January 19, 2021 and keep them closed, seconded by Trustee Davis. Roll call noted and all voting members voted yes. The motion was passed.

Correspondence: We received sympathy cards from both Union and Lombard Fire for Deputy Chief Schlick. We also received a thank you card from Chuck Wells' family.

Attorney Report: There was some discussion on the Deputy Chief titles and descriptions. The District can have both a Deputy Chief of Operations and a Deputy Chief of Administration. The Board of Trustees will be able to appoint both the Deputy Chief of Administration and Operations. We will need to have an ordinance changing our rank structure.

General Report: We are at 698 calls for the year, which is up 14 calls from last year. We still have two members on light duty. The second member should be off in about a month. He has been great with

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our new ESO program and vehicle inventories. We have not had anyone test positive for COVID in almost a month. Only 57% of our members have received the first dose of the vaccine. The year-end report draft is done and it will be off to the printer. We should have it by the next Trustee meeting. We are meeting with our accountants to go over the budget on 2/25/2021.

We received 21 applications for Deputy Chief of Operations. The interviews will start soon with the Chief and Senior Staff. There was some discussion on the next steps in the process. We are looking at a Community Outreach title instead of or in addition to the Mobile Integrated Health. This would be a special assignment by the Board. This position would not have emergency duties and would not need a staff vehicle.

Alarm Response - Training Report: Response times have improved. We are trying to move the members away from using their cell phones for incident calls and listening to the overhead speakers instead.

EMS Dispatches - Any questions? No.

Hospitals Report: We attended a meeting at the hospital for accreditation.

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: The Truck is back but it is not in service. We put new tires on it but there is an issue with the axel that needs to be fixed.

Committee Reports: There is nothing new with the Insurance Committee. The Safety Committee meeting is 3/9/2021. There is nothing new with Labor Management. Foreign Fire had a meeting on 2/5/2021 and there are a few items they want to purchase.

SEECOM: We had a meeting that went well. We have officially switched the Battalion Chief and QRV to their new numbers.

Board of Commissioners: They will meet Friday 1/22/21. They will work on Lieutenants testing.

Fire Cost Recovery: We received \$2,848.00.

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Grant Applications: We are working on the AIG grant which is due by 3/12/2021. We are putting in for three or four personnel.

Village/Counties: We met with the HAART group.

Other: Job Descriptions: There was some discussion on the new positions.

Old Business: The NIAFPD conference went well.

New Business: Per the direction of the Board, Chief Ravagnie can move forward with the CPAT testing certification. There was some discussion on the costs and potential profits. Can we use the money we receive from IPRF grant to apply to this? We should be able to.

Approve: Declare surplus 13 adult and 12 infant CPR manikins: They are no longer being used. They do not have compression rate devices in them that we need. Trustee Saletta 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: Can we do a direct debit on our chase bill? Attorney Miller will look into it.

New Business: Administrative Professional Thompson is now a notary public.

Trustee Mahoney left the meeting at 10:49AM.

Trustee Saletta motioned to close the Regular Meeting of the Board of Trustees, seconded by Trustee Bayser. The meeting closed at 10:54AM.

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President Milford Brown

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Secretary Bonnie Bayser

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Milford Brown	Bonnie Bayser	James Saletta	John Davis	Joseph Mahoney	Scott Ravagnie
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## **Regular Meeting of the Board of Trustees of the Huntley Fire Protection District 3/16/2021 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, Administrative Professional Thompson, John Petty, Lt. Kelly Gitzke and Lt. John Levendoski. The meeting opened at 9:00AM.

The meeting participants stood for the Pledge of Allegiance.

Public Comments: None.

Trustee Bayser entered the meeting at 9:04AM.

Presentations: John & Kelly: Lt. Kelly Gitzke is here to introduce herself and go over the Mobile Integrated Health position. This has been in the works for the last three years. We need to provide more help to our residents before and after the call. We have seen a trend of the same patients calling but not solving their problem. We may be the first in McHenry County to start this. We can sit down with them and try to problem solve what the issue is. Who would refer them? Anyone can. Themselves, crews, hospital staff etc. We plan to eventually develop a team. Will the hospital fund this at all? We are working with them. There are some grants for this as well.

Lt. John Levendoski has been with the District since 2003 and he has been working as the Director of Training and the accreditation manager. He is also involved on many committees. He has been helping in the Deputy Chief position since October 2020 and has been balancing both that and training.

Kelly Gitzke left at 9:16AM.

John Levendoski entered at 9:18AM.

John Levendoski left at 9:22AM.

Treasurer's Report: Trustee Saletta motioned to approve the Treasurers Report and Accounts Payable in the amount of \$674,429.60, seconded by Trustee Davis. Roll call noted and all voting members voted yes. The motion was passed.

Lauterbach and Amen Budget Report: We are estimating a carryover of \$5 million. 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 February 16, 2021 as distributed, seconded by Trustee Mahoney. Roll call noted, all voting member voted yes. The motion was passed.



Correspondence: We had none this month.

#### Attorney Report:

Legislative Report: The new stimulus bill was approved and there is no family first anymore. We are waiting to see if there is going to be more CARES or CURES funding. If so, we don't anticipate it to be as large. There are some new bills being proposed about open meetings. We don't have to approve the budget until July 2021.

Approve: Updated staffing Ordinance: The Staffing Ordinance has been amended to include the new positions of Deputy Chief of Administration, Deputy Chief of Operations and Mobile Integrated Health Coordinator. Trustee Saletta motioned to approve the updated staffing Ordinance, seconded by Trustee Bayser. Roll call noted, all voting member voted yes. The motion was passed.

Approve: Draft 2021-2022 Budget: This is just the first draft. We will have a notice placed in the paper when we approve the budget.

Approve: Ambulance Billing: We would like to increase our fees to \$1900.00 with \$25 per mile. We estimate that will generate about another \$200,000.00 in revenue per year. This would put us in line with other fire districts are doing. Other districts are putting in an automatic increase for each year. Should we do the automatic increase? Yes, we would like to do that. There will be a 3% increase each year. Trustee Bayser motioned to approve the ambulance billing ordinance with the automatic increase for each year, seconded by Trustee Davis. Roll call noted, all voting member voted yes. The motion was passed.

Approve: 2021-22 IGA Illinois Department of Healthcare and Family Services: We can hire Lauterbach and Amen to do this for us for \$1600. This is a supplemental payment from Medicaid. Trustee Bayser motioned to approve the Illinois Department of Healthcare and Family Services IGA, seconded by Trustee Saletta. Roll call noted, all voting member voted yes. The motion was passed.

Approve: John Levendoski- Deputy Chief of Administration: This will take effect on 4/5/2021 with a salary of \$142,173.00 to be included in the 21-22 fiscal year. Trustee Bayser made a motion to approve the appointment of John Levendoski to the Deputy Chief of Administration position, seconded by Trustee Saletta. Roll call noted, all voting member voted yes. The motion was passed.

Approve: Kelly Gitzke- Mobile Integrated Health: This position will have an effective date based on an opening of a retiring Lieutenants spot, and to start no later than July 11, 2021. Trustee Saletta made a motion to approve the appointment of Kelly Gitzke as the Mobile Integrated Health Coordinator, seconded by Trustee Bayser. Roll call noted, all voting member voted yes. The motion was passed.

General Report: We are at 1,165 calls currently. We are in the process of hiring seven part time members. We have been helping the County with vaccine stand by coverage. We are going to be standing by at football games because all games will be played at Huntley High School. We will be charging \$100.00 per team per game for our coverage. We did have a small accident hitting a parked car with our engine. The insurance company is handling it.

Trustee Mahoney left the meeting at 9:44AM.

Trustee Mahoney reentered the meeting at 9:47AM.

Alarm Response - Training Report: Any questions? No.

EMS Dispatches - Any questions? No.

Hospitals Report: Any questions? No.

Fire Prevention Report: The Village approved project pumpkin, and it will start this month.

Public Education Report: Any questions? No.

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

Facilities Report: Some warranty work has been done. The building is settling at Station 1 so we are getting some cracks and minor work done.

Apparatus Maintenance: We are hoping to have the antique engine done in the next month. The truck is still out of service. The parts are ordered. It will be \$6,900.00 for the repair of the truck. Arcadia Terrace has had a lot of water leaks but Fire Marshal Madziarek is working on it.

Committee Reports: The Insurance meeting is on 3/18/2021. We are having some little issues with the insurance but we are working it out. The Safety Committee meets on 3/18/2021. Nothing is scheduled for Labor Management or Foreign Fire.

SEECOM: The police have encrypted all their radios. Some other departments are upset about it. We are taking three of our radios and getting them encrypted.

Board of Commissioners: They have not met yet but will when we have approvals.

Fire Cost Recovery: We received \$2,551.04.

Grant Applications: We did submit for the AIG grant. We put in for four full time members that would be paid in full for three years. We also put in for ETSB to get money back for our radios.

Village/Counties: The HAART group had the State of Huntley. There were no questions for police or fire.

Other: The Deputy Chief interviews were on February 23<sup>rd</sup> and 24<sup>th</sup>. They went really well.

Old Business: None.

New Business:

Approve: CPAT Distribution, Inc. \$65,000: We did budget for it this year. Trustee Saletta motioned to approve the purchase from CPAT Distribution, Inc in the amount of \$65,000.00, seconded by Trustee Davis. Roll call noted, all voting member voted yes. The motion was passed.

Approve: William Ruth Landscape \$32,000: This is for all the landscaping at all the buildings, including old Station 1. Can we have this billed per month? We would like to try and break up what the services are. We will wait until we have the breakdown.

Approve: Lauterbach & Amen not to exceed \$9,000: This is for a record service. They will take care of filing and destroying any paper records we have. Trustee Bayser motioned to approve Lauterbach and Amen not to exceed \$9,000.00, seconded by Trustee Davis. Roll call noted, all voting member voted yes. The motion was passed.

Approve: Provident \$18,573: We met with Mitch at Corkill. This amount is for the present plan we have. There were other options if we wanted to increase coverage. This is a supplemental policy that includes all members. There was some discussion on increasing that plan. Trustee Saletta motioned to approve Provident in the amount of \$18,573.00, seconded by Trustee Bayser. Roll call noted, Trustee Mahoney voted no, all remaining members voted yes. The motion was passed.

Approve: Selective Insurance Company of America \$74,970: This is the insurance for our buildings and vehicles. Trustee Bayser motioned to approve Selective Insurance Company of America in the amount of \$74,970.00, seconded by Trustee Saletta. Roll call noted, all voting member voted yes. The motion was passed.

Approve: General Medical Devices, Inc \$11,203: This is for a life arm for CPR for our fifth ambulance. Trustee Saletta motioned to approve General Medical Devices, Inc in the amount of \$11,203.00, seconded by Trustee Bayser. Roll call noted, all voting member voted yes. The motion was passed.

Declare surplus: 16' Roof Ladder: The rungs are worn away and it is not fixable. It will be scrapped. Trustee Bayser motioned to approve the surplus of the 16' roof ladder, seconded by Trustee Davis. Roll call noted, all voting member voted yes. The motion was passed.

Declare surplus 4 - 10 Ton Hydraulic Jack: We had one at every station and we do not use them. We would like to sell them. Trustee Saletta motioned to approve the surplus of four 10 ton hydraulic jacks, seconded by Trustee Davis. Roll call noted, all voting member voted yes. The motion was passed.

Approve: College reimbursement Kevin Billenstein \$666.00: Trustee Davis motioned to approve the college reimbursement in the amount of \$666.00, seconded by Trustee Mahoney. Roll call noted, all voting member voted yes. The motion was passed.

Trustees Agenda:

Old Business: None

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 Collective Bargaining matters or consideration of salary schedules for one or more classed of employees, inviting in Chief Ravagnie, Attorney Miller and Administrative Professional Thompson, seconded by Trustee Saletta. The meeting closed at 10:17AM.

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

The meeting reopened at 11:03AM.

Trustee Bayser motioned to authorize the payout of 22 unused vacation days to Chief Scott Ravagnie due to the extenuating circumstances of the illness and death of Deputy Chief Al Schlick, seconded by Trustee Saletta. Roll call noted, all voting member voted yes. The motion was passed.

Trustee Bayser motioned to adjourn, seconded by Trustee Davis. All in favor say aye and the meeting closed at 11:05AM.

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President Milford Brown

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Secretary Bonnie Bayser

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President	Secretary	Treasurer	Trustee	Trustee	Fire Chief



# HUNTLEY FIRE PROTECTION DISTRICT

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## **Regular Meeting of the Board of Trustees of the Huntley Fire Protection District 4/20/2021 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 Levendoski, Attorney Miller, Administrative Professional Thompson and Tom Sawyer. The meeting opened at 9:05AM.

The meeting participants stood for the Pledge of Allegiance.

Public Comments: None.

Presentations: Sawyer and Falduto: There is \$632,493.00 in the Capital Fund, which generates about \$12,000.00 in income. The average maternity is 2 years. There is \$4,530,969.00 in the Operating Account which generates about \$82,000.00 in income. The Pension Fund is doing very well compared to last year. There is an uptick in inflation. The report is in the packet.

Tom Sawyer left at 9:12AM.

Treasurer's Report: Trustee Saletta motioned to approve the Treasurers Report and Accounts Payable in the amount of \$811,913.95, seconded by Trustee Bayser. 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 Mahoney. 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 March 16, 2021 as distributed, seconded by Trustee Mahoney. Roll call noted, all voting members voted yes. The motion was passed.

Trustee Bayser motioned to approve the Closed Meeting minutes from March 16, 2021 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 Special Meeting Minutes of March 30, 2021, seconded by Trustee Saletta. Roll call noted, all voting members voted yes. The motion was passed.

Correspondence: We received a thank you from IFSA for three of our members and one cadet. We also received a card from Karen Femali for attending Joe Femali's funeral.

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



Attorney Report:

Legislative Report: There are some new statutes regarding hiring and the felony language, so we are just waiting to hear more about that.

Review budget 2021-2022: Our medical insurance costs could possibly increase. We have to budget \$1.1 million for insurance just in case. We will have open enrollment for new insurance options on June 1, 2021. We will do the public hearing in May 2021 and can adopt the budget in either June or July of 2021.

Trustee Davis entered the meeting at 9:22AM.

General Report: We are at 1,698 calls, which is up 139 calls from last year. The Truck is back in service. Project pumpkin is ongoing. We were able to do some training on the houses on the land where Project Pumpkin is. We had a command class here on April 14 and 15, 2021 for all our command staff. It was very well received. We are using this information so it will be consistent on each shift. We changed a few of our vehicle numbers. We are switching to Fire Vehicle plates. We will have new radio numbers as well. Over the weekend we hosted a Woman's Day for our female members. The promotional ceremony went really well. We did have someone look at old Station 1 last Friday. Some people have gone to the Village to see what can be put there. We met with School District 158 to do Safety Day.

Alarm Response - Training Report: We are still receiving a lot of falls. This will be part of Lt. Gitzke's new responsibilities to find out why they are falling and how to better help them.

EMS Dispatches - Any questions? No.

Hospitals Report: Any questions? No.

Fire Prevention Report: The Amazon building is starting. Hampton inn is coming along but there were a few suspicious fires out there. The Library and Wendy's is also coming along.

Public Education Report: Battalion Chief Bentley is still working on some things but a lot is still on hold.

Customer Service Surveys: We are at 57% and all very positive.

Facilities Report: Battalion Chief Eeg has taken over facilities.

Apparatus Maintenance: We would like to start putting in the costs per vehicle so we know when it is no longer cost effective. With the new ESO we will be able to run these reports.

Committee Reports: Safety Committee met March 18, 2021. There has been no meeting for Labor management. Foreign Fire is meeting April 27, 2021.

SEECOM: Nothing new, they are changing our new numbers for us. We had our quarterly meeting with Algonquin and Crystal Lake.

Board of Commissioners: They met on April 16, 2021 and they are working on Full Time testing and Lieutenant testing. We do have RFPs out for the Lieutenant testing. National Testing Network will do the Full Time testing.

Fire Cost Recovery: We received \$455.60.

Grant Applications: We have quarterly meetings with the SAFER Grant group. Through this grant we are also getting a recruitment video.

Village/Counties: There are a lot of changes. The Lake in the Hills Police Chief is retiring in June 2021. The Deputy Chief from Crystal Lake is retiring. Pingree Grove Chief is retiring in May 2021. HAART group is still meeting on Zoom every two weeks. We would like to thank Mayer Sass and we will send him something.

Other:

Old Business: None.

New Business:

Approve: William Ruth Landscape mowing \$17,200.00: This is for all five stations. This did not increase much from last year. Trustee Bayser motioned to approve William Ruth Landscaping in the amount of \$17,200.00, seconded by Trustee Saletta. Roll call noted, all voting members voted yes. The motion was passed.

Approve: William Ruth Landscape mulch-detention \$14,800.00: Trustee Bayser motioned to approve William Ruth Landscaping in the amount of \$14,800.00, seconded by Trustee Davis. Roll call noted, all voting members voted yes. The motion was passed.

Lt. Harders and Lt. Gitzke entered the meeting at 10:03AM.

Approve: Sims man \$59,799.68: This is for an upper end mannequin. There is a lot technology in it and is ideal for EMS. This is will be for the crews to master their skills. We can also use it for our CQI process. We can take information from a prior call and plug them into the mannequin. We can utilize actual calls or make our own scenarios. It is pretty life like. We would like to be able to host a paramedic class in the future. One of our members is already a sim tech who writes simulations. It will come with a 24 month warranty. Trustee Saletta motioned to approve the Sims man in the amount of \$59,799.68, seconded by Trustee Bayser. Roll call noted, all voting members voted yes. The motion was passed.

Lt. Harders and Lt. Gitzke left the meeting at 10:18AM.

Approve: Hiring additional personnel: We will talk about in closed session.

Approve: US Digital Design \$9,209.70: This is for the warranty and the apps. This will be an annual cost. Trustee Bayser motioned to approve US Digital Design in the amount of \$9,209.70, seconded by Trustee Saletta. Roll call noted, all voting members voted yes. The motion was passed.

Approve: Dinges Fire Bunker gear \$24,760.00: This is for 8 sets. Trustee Mahoney motioned to approve Dinges Fire Bunker gear in the amount of \$24,760.00, seconded by Trustee Bayser. Roll call noted, all voting members voted yes. The motion was passed.

Approve: Dinges Fire Bunker gear new PT \$20,054.64: Most of this will be covered under the grant. Trustee Mahoney motioned to approve Dinges Fire Bunker gear for the new Part Time in the amount of \$20,054.64, seconded by Trustee Bayser. Roll call noted, all voting members voted yes. The motion was passed.

Declare surplus 8 sets of Bunker gear: Trustee Bayser motioned to approve the surplus of eight sets of Bunker gear, seconded by Trustee Davis. Roll call noted, all voting members voted yes. The motion was passed.

Trustees Agenda:

Old Business: None

New Business:

Elgin Memorial: Every year they do a memorial ceremony and this year it will be June 26, 2021. There will be a permanent memorial built at this site. Trustee Saletta would like to buy some bricks to memorialize some of our members we have lost. The bricks are \$200 each. We would like to do one for Deputy Chief Schlick, Captain Winkelman and one for all our members who have served. Trustee Saletta motioned to approve the purchase of three bricks in the amount of \$600.00, seconded by Trustee Bayser. Roll call noted, all voting members voted yes. The motion was passed.

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, Collective Bargaining matters or consideration of salary schedules for one or more classed of employees, selection of person to fill a public office or discipline, performance or removal of the occupant of a public office and litigation- pending or probable, inviting in Chief Ravagnie, Deputy Chief Levendoski, Attorney Miller and Administrative Professional Thompson, seconded by Trustee Saletta.

The meeting closed at 10:34AM.

The meeting reopened at 12:01PM.

Chief Ravagnie was given the direction from the Board of Trustees to notify the Firefighters Union that the District will not extend the sick leave or family leave benefits offered by the Family First Coronavirus Response Act or American Rescue Plan effective April 20, 2021.

Trustee Davis made a motion authorizing the Commission to promote the next two eligible candidates from the Lieutenants promotional list for promotion with one effective on June 4, 2021 and one effective on June 6, 2021, seconded by Trustee Bayser. Roll call noted, all voting members voted yes. The motion was passed.

Trustee Saletta made a motion authorizing the Commission to hire the next four eligible candidates from the Firefighter/Paramedic Full Time list effective May 24, 2021, seconded by Trustee Bayser. Roll call noted, all voting members voted yes. The motion was passed.

Trustee Davis made a motion authorizing the salaries for the Part Time Firefighter/Paramedic, Part Time Firefighter/EMT, Part Time Paramedics, Fire Marshal and Mechanic for the 2021-2022 and 2022-2023 fiscal years, seconded by Trustee Mahoney. Roll call noted, all voting members voted yes. The motion was passed.

Trustee Davis made a motion authorizing the appointment of Patrick Fortunato as the Deputy Chief of Operations pursuant to his passing of the background check and physical, seconded by Trustee Bayser. Roll call noted, Trustee Brown abstained, all remaining voting members voted yes. The motion was passed.

Trustee Saletta motioned to authorize a five percent increase in pay for Chief Scott Ravagnie effective May 1, 2021 for the 2021-2022 fiscal year, seconded by Trustee Bayser. Roll call noted, all voting members voted yes. The motion was passed.

Trustee Brown motioned to adjourn, seconded by Trustee Bayser. All in favor say aye and the meeting closed at 12:08PM.

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President Milford Brown

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Secretary Bonnie Bayser

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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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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 5/18/2021 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 Levendoski, Attorney Miller, Administrative Professional Thompson, Lt. Josh Koelper, FF David Floyel and Lt. Chris Liggett. 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 \$778,826.15, seconded by Trustee Bayser. Roll call noted and all voting members voted yes. The motion was passed.

Lauterbach and Amen Budget Report: We are in good shape. We still have over \$6 million available. Trustee Saletta motioned to approve the Lauterbach and Amen Report, which is in the Board packet, seconded by Trustee Davis. Roll call noted, all voting members voted yes. The motion was passed.

Trustee Bayser motioned to approve the Special Meeting Minutes of April 13, 2021, seconded by Trustee Mahoney. Roll call noted, all voting members voted yes. The motion was passed.

Trustee Bayser motioned to approve the Regular Board Meeting Minutes of April 20, 2021 as distributed, seconded by Trustee Mahoney. Roll call noted, all voting members voted yes. The motion was passed.

Trustee Bayser motioned to approve the Closed Meeting minutes from April 20, 2021 and keep them closed, seconded by Trustee Saletta. Roll call noted and all voting members voted yes. The motion was passed.

Correspondence: We received thank you letters for going to East Dundee and Long Grove. There was a thank you from SEECOM for telecommunications week. We received a Fireman prayer from residents. We also received a donation in the name of Anthony Loforte. Lifenet has an open house this month. We received a letter from LITH PD commending Lt. Kelly Gitzke and Lt. Brian Harders.

### **Attorney Report:**

There is a new supervisor's bill that just passed. It says that if we have Deputy Chief positions then our Battalion Chiefs could go into the Union or create their own. It all depends on what their job descriptions are. We will learn more about it. We are waiting to see what happens with this.

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



President Brown opened a public hearing for the Budget and Appropriations Ordinance at 9:11AM. We have a zero budget meaning our revenues and expenses are the same. There was some discussion. President Brown closed the budget hearing at 9:14AM. We will use more of the ambulance fund and may transfer from the ambulance fund to corporate fund. We can have reserves in the corporate fund.

Approve Budget 2021-2022: Trustee Brown motioned to approve the Budget for 2021-2022, seconded by Trustee Bayser. Roll call noted and all voting members voted yes. The motion was passed.

Fire Marshal: We will talk about in closed session.

Trustee Election: All positions will stay the same. Trustee Mahoney motioned to keep Trustee Brown as President, Trustee Bayser as Secretary and Trustee Saletta as Treasurer, seconded by Trustee Bayser. Roll call noted and all voting members voted yes. The motion was passed.

General Report: We are up 222 calls from last year. We have three new Full Time members starting next Monday, 5/24/2021. The new Deputy Chief will also start on Monday. The promotional ceremony is on 6/8/2021. We are helping McHenry County with vaccines. We could be getting that time reimbursed.

Alarm Response - Training Report: Any questions? No.

EMS Dispatches - How are the number of falls? They are escalating. We put in a new records system to keep track better. There will be different codes for different types of falls. There was some discussion. Can we charge the assisted living facilities? We can bill the patient but we are not sure if we can bill the facility. We will talk to our ambulance billing company. Maybe we can do a lift assist charge.

Hospitals Report: Any questions? No.

Fire Prevention Report: It seems like there will be a lot of businesses coming to Huntley.

Public Education Report: Any questions? No.

Customer Service Surveys: We are at 60% and all very positive.

Facilities Report: The oven at Station 5 is getting fixed. There are a few small things getting fixed. There was a gas leak inside as well that is taken care of.

Apparatus Maintenance: We changed our records software. This report will get bigger as more records are inputted. Truck 983 is out of service again. The power steering pumps need to be replaced.

Committee Reports: The Safety Committee meets 6/1/2021. Nothing is scheulded for Labor Management. Foreign Fire had their meeting 4/27/2021.

Insurance: Corkill came out three days to meet with each individual member. 30/62 members changed their policy.

SEECOM: Fire East and West went to Starcom the other day. This included Woodstock, McHenry, Marengo, Harvard and Hebron.

Board of Commissioners: The minutes are in the packet. Lieutenant and Full Time testing is this year. The list will be done by 8/27/2021. Battalion Chief testing is next year. We tried to bundle the testing together to get a lower cost.

Approve Quarterly Stipend- Hopkins, Olson, Palermo \$500.00 each: Trustee Davis motioned to approve the quarterly stipend for each Commissioner in the amount of \$500.00 each, seconded by Trustee Bayser. Roll call noted and all voting members voted yes. The motion was passed.

Fire Cost Recovery: We received \$1,888.00.

Grant Applications: The Part Time Safer Grant is going well. We are on budget with everything. We have not heard back if we got the grant for our Full Time members.

Village/Counties: Chief attended the Village Board meeting. We gave the Mayer a shield for his retirement. HAART group is meeting every two weeks.

Other: ETSB Starcom Grant award: This paid for the user fees for Starcom and the new portables bought last year.

We are working on the accreditation process. It has to be done by 7/1/2021. The items in the accreditation process are different than how we are actually currently operating because we have changed so much. We are thinking about letting it lapse and starting over so the information can be correct. It is helpful to see if we are doing things correctly. It's a good check list for us to make sure things are working the way it should. Less than 300 departments in the Country are accredited.

Old Business: None.

New Business:

Approve: Foreign Fire items: We bought a window prop for the training tower and five Bluetooth wireless speakers; one for each station. We also bought training helmet passport shields. All items will be under \$5,000.00. Trustee Bayser motioned to approve the Foreign Fire items, seconded by Trustee Davis. Roll call noted, all voting members voted yes. The motion was passed.

Approve: Declare Surplus 3 - FR2 AEDs: These were from the mall. They are not compatible and cannot be fixed. Trustee Davis motioned to declare surplus for three FR2 AEDs, seconded by Trustee Mahoney. Roll call noted, all voting members voted yes. The motion was passed.

Approve: Declare Surplus Bravo Scout Trailer: We have a cadet trailer and an SRT trailer with hazmat items. The SRT trailer has not gone anywhere and most of the items are expired. The County has an SRT trailer we would use anyway. This is the cadet trailer we would sell, and use the SRT trailer for the cadet trailer. Trustee Bayser motioned to declare surplus for the Bravo Scout Trailer, seconded by Trustee Davis. Roll call noted, all voting members voted yes. The motion was passed.

Trustees Agenda:

Old Business: None

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

New Business:

Approve: IFPD Proxy: Trustee Bayser motioned to approve the IFPD Proxy, seconded by Trustee Mahoney. Roll call noted, all voting members voted yes. The motion was passed.

IAFPD Conference June 24–26, 2021: Just a reminder.

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, purchase or lease of real property or setting of a price for sale or lease of District property and litigation-pending or probable, inviting in Chief Ravagnie, Deputy Chief Levendoski, Attorney Miller and Administrative Professional Thompson, seconded by Trustee Davis. Roll call noted, all voting members voted yes. The motion was passed.

The meeting closed at 9:59AM.

The meeting reopened at 10:54AM.

The Board made the announcement to Administrative Professional Thompson that she would receive a stipend of \$1,000.00 on the next payroll.

Trustee Saletta motioned to adjourn, seconded by Trustee Bayser. All in favor say aye and the meeting closed at 10:55AM.

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President Milford Brown

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Secretary Bonnie Bayser

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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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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 6/15/2021 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 Levendoski, Deputy Chief Fortunato, Attorney Miller, Administrative Professional Thompson, Lt. John Petty, Lt. Kelly Gitzke, Lt. Brian Harders, FF Ben Graff and the Ruth family. The meeting opened at 9:00AM.

The meeting participants stood for the Pledge of Allegiance.

Public Comments: None.

Presentations: Lt. Gitzke and Lt. Harders presented the Life Saving Award to Bill Ruth and Kevin Ruth for their efforts when their family member went into cardiac arrest. The American Heart Association also recognized them and they will be presented the Heart Saver Hero Award. Lt. Harders also presented an award to lead paramedic Ben Graff, as well as recognized Battalion Chief David Eeg, FF Robert Doubek, FF Jack Mueller, FF Dylan Muir, FF Brian Hora and Lt. Keith Schroeder.

Lt. Kelly Gitzke, Lt. Brian Harders, FF Ben Graff and the Ruth family left the meeting at 9:09AM.

Treasurer's Report: Trustee Saletta motioned to approve the Treasurers Report and Accounts Payable in the amount of \$836,606.91, seconded by Trustee Bayser. Roll call noted and all voting members voted yes. The motion was passed.

Lauterbach and Amen Budget Report: We have started receiving tax distributions from Kane County and McHenry County. Trustee Bayser motioned to approve the Lauterbach and Amen Report, which is in the Board packet, seconded by Trustee Davis. Roll call noted, all voting members voted yes. The motion was passed.

Trustee Bayser motioned to approve the Regular Board Meeting Minutes of May 18, 2021 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 from May 18, 2021 and keep them closed, seconded by Trustee Davis. Roll call noted and all voting members voted yes. The motion was passed.

Trustee Bayser motioned to approve the Special Meeting Minutes of June 8, 2021, seconded by Trustee Saletta. Roll call noted, all voting members voted yes. The motion was passed.

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

Correspondence: None.

#### Attorney Report:

New legislative acts presented were as follows: if one of our members gets hurt at their second job it has to be reported to Department of Insurance, PSEBA benefits are either in the CBA or they can bargain with Union, part time members over the age of 35 are eligible for the full time test, and members of the Pension Board must file a statement of economic interest.

Fire Marshal: We will talk about in closed session.

General Report: We are at 2,621 calls for the year, up 235 from last year. Orientation for the three full time members started 5/24/2021. FF Petges retirement is 6/30/2021, and his walk out will be 7/1/2021. The Chiefs did a meet and greet with all three shifts and cooked lunch for the members. Rib Fest is coming up and we will have EMS standby. The softball game is in August. We had the assessment center for the Training Officer position. Strike Task Force was sent to Rockton yesterday. We sent the light tower to Six Flags.

Alarm Response - Training Report: We are still having problems with ESO getting data back. We are starting multi-company training again. We met with Crystal Lake Fire and Algonquin Fire to do mutual aid training at the end of August.

EMS Dispatches - 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 54% and all very positive.

Facilities Report: There has been some repair work at Station 1. We will re-epoxy the floor at Station 4. The door system at Station 5 needed to be replaced. The report is in the packet. There was some discussion.

Apparatus Maintenance: Truck 983 is still being worked on. We are having a hard time getting parts. Ambulance 953 needs new rear suspension, but that is covered under warranty. The radiator for Engine 945 is back ordered.

Committee Reports: The next Safety Committee meeting is 9/8/2021. Labor Management is meeting 6/28/2021. Foreign Fire will meet 7/9/2021.

Insurance: We met with Kalli to give updates. We are having a few issues that we are looking into.

SEECOM: A lot of departments are using dogs and drones which they use to locate people. This is another resource we can use.



Board of Commissioners: They will meet in July. The full time testing is going on. The Lieutenant and Battalion Chief testing was bundled together for a better rate.

Fire Cost Recovery: We received \$3,042.99.

Grant Applications: There has been no word from the Safer Grant on the new full time members. We have not heard anything from the state for PPE either.

Village/Counties: HAART group is meeting in person along with the Mayor which will be coming up soon.

Other: The cadets and interns went to Champaign over the weekend. Chaplain training is 6/17/2021. The Elgin Memorial service is 6/26/2021.

Old Business: None.

New Business:

Approve: Josh Koelper College Tuition \$669.00: Trustee Bayser motioned to approve the College tuition reimbursement for Josh Koelper in the amount of \$669.00, seconded by Trustee Mahoney. Roll call noted, all voting members voted yes. The motion was passed.

Trustees Agenda:

Old Business: None

New Business:

Trustee Saletta 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 selection of person to fill a public office or discipline, performance or removal of the occupant of a public office, the purchase or lease of real property or setting of a price for sale or lease of District property and litigation- pending or probable, inviting in Chief Ravagnie, Deputy Chief Levendoski, Deputy Chief Fortunato, Attorney Miller and Administrative Professional Thompson, seconded by Trustee Bayser. Roll call noted, all voting members voted yes. The motion was passed.

The meeting closed at 9:46AM.

The meeting reopened at 11:35AM.

Chief Ravagnie gave a brief update on the Training Officer position.

Trustee Bayser motioned to adjourn, seconded by Trustee Saletta. All in favor say aye and the meeting closed at 11:40AM.

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President Milford Brown

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Secretary Bonnie Bayser

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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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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 7/20/2021 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 Levendoski, Deputy Chief Fortunato, Attorney Miller, Administrative Professional Thompson, members and family members of the Huntley Fire Protection District and the Siebert family. The meeting opened at 9:00AM.

Trustee Saletta entered the meeting at 9:02AM.

The meeting participants stood for the Pledge of Allegiance.

Public Comments: None.

Chief Ravagnie entered the meeting at 9:09AM.

Presentations: Lt. Gitzke and Lt. Harders presented the Life Saving Award to James Siebert for his efforts when his family member went into cardiac arrest. The American Heart Association also recognized him and he will be presented the Heart Saver Hero Award. Lt. Harders also presented an award to Lt. Gitzke, Lt. Pollnow, Lt. Petty, FF Josh Kinberg, FF Ryan Arquette and FF Paul Ortiz for their efforts.

Swearing in Ceremony: We proceeded with the swearing in for four of our members coming off of probation; Brad Knudsen, Dylan Muir, Jon King and Paul Ortiz.

There was a motion to adjourn for a break by Trustee Saletta, seconded by Trustee Bayser. The meeting closed at 9:25AM.

Trustee Brown motioned to open the regular meeting, all in favor say aye, and the meeting reconvened at 9:44AM.

Sawyer and Falduto Report: The report is in the packet. The market is down a little because rates went up first quarter. This was a good first half of the year for equity market. We will stay a bit conservative for the time being.

Treasurer's Report: Trustee Bayser motioned to approve the Treasurers Report and Accounts Payable in the amount of \$966,212.11, seconded by Trustee Davis. Roll call noted and all voting members voted yes. The motion was passed.

Lauterbach and Amen Budget Report: We have good reserve funds right now. Trustee Bayser motioned to approve the Lauterbach and Amen Report, which is in the Board packet, seconded by Trustee Davis. Roll call noted, all voting members voted yes. The motion was passed.

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

Trustee Bayser motioned to approve the Regular Board Meeting Minutes of June 15, 2021 as distributed, seconded by Trustee Mahoney. Roll call noted, all voting members voted yes. The motion was passed.

Trustee Bayser motioned to approve the Closed Meeting minutes from June 15, 2021 and keep them closed, seconded by Trustee Mahoney. 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 2021 to June 2021 and keep them closed, seconded by Trustee Mahoney. Roll call noted and all voting members voted yes. The motion was passed.

Correspondence: We received a thank you to Lt. Gitzke and received a \$1,000.00 donation. We also received a thank you from family of the house fire from the 4<sup>th</sup> of July.

Lt. Koelper entered at 9:56AM.

Attorney Report:

The disaster declaration expires this week. Publishing our ordinance was very expensive in the Northwest Herald. The Daily Herald may be cheaper. Attorney miller will look into it.

General Report: We are at 3,192 calls currently, up 154 calls from last year. President Biden came to Crystal Lake and Huntley had to be prepared as well. We had vehicles parked at each intersection for the whole day. We covered the EMS tent at Rib Fest. One member is still on light duty. We are looking at a possible second chaplain. The auditors were out July 12<sup>th</sup>-15<sup>th</sup>. 78 candidates tested for the full time testing. We will be doing the 9/11 ceremony with the Village. Battalion Chief Bentley will probably do a talk.

Alarm Response: Any questions? No

EMS Dispatches: Any questions? No.

Hospitals Report: Five of our members are starting paramedic school next month, and six will be graduating soon.

Mobile Integrated Health: Lt. Gitzke has been going out a lot and getting a lot of positive feedback from families. We are looking into better safety and tracking for her.

Fire Prevention Report: Project Pumpkin, and now Project Pie, are going on. They are building the Amazon quick. It seems like there could be a lot coming to Huntley.

Public Education Report: Battalion Chief Bentley is still doing this. Not a lot is going on right now.

Customer Service Surveys: We are at 54% and all very positive.

Facilities Report: Some more warranty work is being done. Other small maintenance also being done.

Apparatus Maintenance: Truck 983 is out of service. There has been regular maintenance. Engine 943 had a rusted hole in gas tank. Parts are taking a long time to get here so there has been delays.

Committee Reports: Safety Committee is on 9/8/2021. Labor Management met on 6/28/2021. Foreign Fire met 7/9/2021.

Insurance: Nothing to report.

SEECOM: They are filling one position

Board of Commissioners: 40 candidate were invited to interview. There is a meeting on 7/30/2021 to go over the interview results and compile everything. The list will be posted by 8/29/2021.

Fire Cost Recovery: We received \$2,568.00.

Grant Applications: Nothing currently.

Village/Counties: We met with the Village.

Other: The cadets and interns went to Champaign over the weekend. Chaplain training is 6/17/2021. The Elgin Memorial service is 6/26/2021.

Old Business: None.

New Business: National Night Out is 8/3/2021. There will be a softball game between police and fire.

Trustees Agenda:

Old Business: None

New Business:

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, Collective Bargaining matters or consideration of salary schedules for one or more classes of employees and the purchase or lease of real property or setting of a price for sale or lease of District property, inviting in Chief Ravagnie, Deputy Chief Levendoski, Deputy Chief Fortunato, Attorney Miller and Administrative Professional Thompson, seconded by Trustee Davis. Roll call noted, all voting members voted yes. The motion was passed and the meeting closed at 10:26AM.

The meeting reopened at 10:55AM.

We are projecting 2-4 more calls a day with Amazon.

Trustee Davis motioned to adjourn, seconded by Trustee Bayser. All in favor say aye and the meeting closed at 11:00AM.

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President Milford Brown

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Secretary Bonnie Bayser

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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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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 8/17/2021 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 Levendoski, Deputy Chief Fortunato, Attorney Miller, Administrative Professional Thompson, members of the Huntley Fire Protection District and Phil Laier from Amita Health. The meeting opened at 9:00AM.

The meeting participants stood for the Pledge of Allegiance.

Public Comments: None.

Presentations: Phil Laier and Lt. Brian Harders presented the Years of Service awards to several of our members. Years of service ranged from 10 years to 35 years.

Phil Laier left at 9:06AM.

Trustee Davis entered the meeting at 9:11AM.

Battalion Chief Eric Bentley presented awards to some of our members for a call regarding a child in a pond from March 17, 2019. He presented a Unit Situation Award to the crew on Truck 983, which was the first time our organization has received this award. Firefighter Eric Smith and Firefighter Christopher Jagels also received the Firefighter Excellence Award.

Members of the Huntley Fire Protection District left the meeting at 9:13AM.

Treasurer's Report: Trustee Bayser motioned to approve the Treasurers Report and Accounts Payable in the amount of \$781,549.98, seconded by Trustee Davis. Roll call noted and all voting members voted yes. The motion was passed.

Lauterbach and Amen Budget Report: We have received all tax payouts for the first half of the year. Trustee Bayser motioned to approve the Lauterbach and Amen Report, which is in the Board packet, seconded by Trustee Davis. Roll call noted, all voting members voted yes. The motion was passed.

Trustee Bayser motioned to approve the Regular Board Meeting Minutes of July 20, 2021 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 from July 20, 2021 and keep them closed, seconded by Trustee Davis. Roll call noted and all voting members voted yes. The motion was passed.

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



Correspondence: We received a customer service survey with a donation enclosed. We also received thank you letters for Battalion Chief Bentley for his talks at the Italian American Social Club and National Night Out. We sent two hazmat techs to Crystal Lake to help when President Biden came.

Attorney Report: We are still waiting for a hearing date for one of our members regarding a pension matter. The Counties did not include Fire Protection Districts in their new stimulus, so the Chiefs need to get in contact with the Counties about that. We need to get a survey done of old Station 1. Soil samples will be taken as well.

General Report: We are at 3,344 calls, which is up 331 calls from last year. School starts tomorrow, August 18, 2021 and the kids are going back to in person school. We will be sending crews out to the schools to welcome kids. Lieutenant testing is next month. All applications are in and points are submitted. September 11<sup>th</sup> ceremony will be with the Village in the square. Battalion Chief Bentley will be speaking. We have a new representative with BMO Harris Bank. We still have one member on light duty, and another will go on light duty October 4, 2021 for hip replacement. The Cop on the Top is August 20, 2021 at noon. We won the softball game against the police.

Alarm Response: We are up about 9% from last year. We increase about 7% a year normally. Our response time is improving.

We may be requiring our members to wear masks to grocery stores and other public places, but we do still always wear them on all calls. More healthcare facilities are requiring all members to get vaccinated. We have talked with the Lieutenants to make sure they know they can send someone home if they are sick at all. There may be some consideration to daily testing for those unvaccinated. We still have around 500 tests left. We may start doing temperature checks again every morning along with a symptom survey.

EMS Dispatches: How is the falls call volume? Still pretty high.

Hospitals Report: They are still getting quite a few COVID patients.

Mobile Integrated Health: Lt. Gitzke has been busy seeing a lot of people. She is making a lot of good contacts with people around the area. She has been able to set people up with the services they need.

Fire Prevention Report: Cider Grove will bring 60 houses. It seems like there is a lot of commercial coming in and that a lot of growth will be coming in the next few years.

Trustee Mahoney left the meeting at 10:05AM.  
Trustee Mahoney entered back in at 10:08AM.

Public Education Report: Battalion Chief Bentley is still working with the schools.

Customer Service Surveys: We are at 53% and all very positive.

Facilities Report: All generators were serviced. We had one bad radiator but that was fixed. The garage doors at Station 2 had two springs break. Station 1 will probably have the entire interior painted under warranty. The bay floor at Station 4 is being repaired.

Apparatus Maintenance: Truck 983 is back in service. Engine 945 is in repair. Engine 942 needs the front intake valve replaced.

Committee Reports: Safety Committee meets September 8, 2021. Labor management meets August 19, 2021. Foreign Fire approved Irene to come back and she bought 15 pedal bikes for us. She comes early for the day staff one day a week.

Insurance: Nothing to report.

SEECOM: Nothing to report.

Board of Commissioners: They have been meeting quite a bit for the Full Time and Lieutenants testing. On August 28, 2021 the new list will be posted. The Chiefs points have been submitted.

Fire Cost Recovery: We received \$2,040.40.

Grant Applications: We have not heard anything more about the Safer Grant. We are making sure several of our members will get some money back from their paramedic class, which is paid by the grant. There are few other grants we are going to go for.

Village/Countries: We met with the Village. Several of our members showed up for National Night Out.

Other:

Old Business: The national average is to have 1.52 firefighters per 1,000 residents. We are at 1 per 1,000. We would need 93 full time members to achieve that and we are at 60. We are lower in staff than like-size communities around our area. There was some discussion on potential staffing models. Firefighter Madsen has been doing great transitioning into the Training Officer position.

New Business:

Approve: Declare Surplus 2018 Bravo Red and Black trailer 30" V nose: Trustee Bayser motioned to declare surplus on the 2018 Bravo Red and Black trailer 30" V nose, seconded by Trustee Davis. Roll call noted, all voting members voted yes. The motion was passed.

Approve: EMC Fire- Extrication equipment \$33,185.00: This is for e-tools to put on the truck. They are battery operated tools. Trustee Davis motioned to approve the purchase of EMC Fire extrication equipment in the amount of \$33,185.00, seconded by Trustee Bayser. Roll call noted, all voting members voted yes. The motion was passed.

Approve: IPRF grant \$14,725.00: This will be used for training equipment, new TVs for Station 4, a tablet for Lt. Gitzke to track her and headsets for the reserve engine. Trustee Bayser motioned to approve the purchase of the above items using the IPRF grant in the amount of \$14,725.00, seconded by Trustee Davis. Roll call noted, all voting members voted yes. The motion was passed.

Approve: Josh Koelper College reimbursement \$334.50: Trustee Davis motioned to approve the College tuition reimbursement for Josh Koelper in the amount of \$334.50, seconded by Trustee Mahoney. Roll call noted, all voting members voted yes. The motion was passed.

Approve Kevin Billenstein College reimbursement \$1,338.00: Trustee Davis motioned to approve the College tuition reimbursement for Kevin Billenstein in the amount of \$1,338.00, seconded by Trustee Mahoney. Roll call noted, all voting members voted yes. The motion was passed.

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

There was some discussion of a possible conflict having the same attorney's office representing both the Commission and the Fire District.

Trustees Agenda:

Old Business: None

New Business:

Trustee Davis motioned to adjourn, seconded by Trustee Bayser. All in favor say aye and the meeting closed at 10:45AM.

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President Milford Brown

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Secretary Bonnie Bayser

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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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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 9/21/2021 at 9:00AM Station One**

Trustee Saletta called the Regular Meeting of the Board of Trustees to order. Roll call noted, present were Trustee Bayser, Trustee Saletta, Trustee Davis and Trustee Mahoney. Also present were Chief Ravagnie, Deputy Chief Levendoski, Deputy Chief Fortunato, Attorney Miller and Administrative Professional Thompson. Absent was Trustee Brown.

The meeting opened at 9:01AM.

The meeting participants stood for the Pledge of Allegiance.

Public Comments: None.

Trustee Bayser motioned to elect Trustee Saletta as President pro tem, seconded by Trustee Davis. Roll call noted and all voting members voted yes. The motion was passed.

Treasurer's Report: Trustee Saletta motioned to approve the Treasurers Report and Accounts Payable in the amount of \$794,346.21, seconded by Trustee Bayser. Roll call noted and all voting members voted yes. The motion was passed.

Lauterbach and Amen Budget Report: We have just over \$5 million in our savings. There will be a change in the overtime numbers next month due to Lt. Gitzke getting money for her deployment to Louisiana, which we will be reimbursed for. There will be additional overtime for the football games as well. 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 voted yes. The motion was passed.

Trustee Bayser motioned to approve the Regular Board Meeting Minutes of August 17, 2021 as distributed, seconded by Trustee Davis. Roll call noted, all voting members voted yes. The motion was passed.

Deputy Chief Fortunato entered the meeting at 9:06AM.

Correspondence: Our new Chaplain, Linda, sent us a nice letter.

Attorney Report: There will be some discussion in closed session.

General Report: We are at 4,280 calls currently, up from 3,930 this time last year. Station 1 has tape throughout the building marking where paint touch-ups are needed. The first week of October the painting will be done. The bricks are now laid in the front. The Chiefs have attended a few classes recently. Battalion 9 hit the garage door at Station 1. We are working on fixing that and the parts are ordered. It was only out of service for two hours. Lieutenant testing was last week. The Chiefs met with The Union yesterday for Chiefs points. The written test is in November. The list goes into effect early January 2022. We are working

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

with the testing company for the Battalion Chief testing. The dates are locked in for next year. The Lake in the Hills Village Board meeting recognized our members for a call. We have a few members on light duty. One will come on in October after hip surgery. On Wednesday, September 22, 2021 the Chiefs are going to MCC to go over the Fire Science program and EMS program for input.

Alarm Response: Any update on response time? We have dropped about a minute.

EMS Dispatches: Has the number of calls for falls lowered? It is pretty much staying the same.

Hospitals Report: Any questions? No.

Mobile Integrated Health: Lt. Gitzke is going on a lot of follow ups and has done a few rapid Covid tests.

Fire Prevention Report: Amazon is going well. The first building in that area is up. The Village is looking at getting water on the south side of I-90. There have been talks with the Village on potentially adding another Station on the south side of I-90 if needed. There has been a lot of opposition to building behind Regency Square from the residents.

Public Education Report: Not a lot is happening right now.

Customer Service Surveys: We are at 49% and all very positive.

Facilities Report: Any questions? No.

Apparatus Maintenance: The antique engine is coming along. Firefighter Smith will be helping on it.

Committee Reports: Safety Committee met last Friday, September 17, 2021. Labor Management hasn't met yet. Foreign Fire meets on October 8, 2021. We received the hose washer finally. It was a demo version so we received a discount on it. Irene purchased exercise bikes for us.

Insurance: We had a meeting with Everside Health yesterday. They want to build a facility in Huntley. We are in the beginning stages and talks with them.

SEECOM: Deputy Chief Fortunato is working with Firefighter Warchal because all of our portables and radios are not the same.

Board of Commissioners: They have been meeting quite a bit and had the interviews for full time.

Fire Cost Recovery: We received \$592.00.

Grant Applications: We are still waiting to hear from the AFG grant. We are getting a new website through the SAFER Grant.

Village/Counties: The Fall Fest is this weekend and we will send the golf cart with two members. The Homecoming parade was last week. We were out at Sunset Fest as well.

Other:

Old Business:

New Business:

Approve: Declare surplus fire hose 10-50' 1 ¾, 3-50' 2 ½, 7-100' 5": This is for the hose that failed. What happens to the old hose? If interested, the Village or some of our members will get it. Trustee Bayser motioned to declare surplus fire hose, seconded by Trustee Mahoney. Roll call noted, all voting members voted yes. The motion was passed.

Approve: Dinges Fire Hose \$7,384.93: This is to replace some of the hose. Trustee Davis motioned to approve the purchase of Dinges fire hose in the amount of \$7,384.93, seconded by Trustee Bayser. Roll call noted, all voting members voted yes. The motion was passed.

Approve: Hire Firefighter/Medic: We will discuss in closed session.

Trustees Agenda:

Old Business: None

New Business:

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, Collective Bargaining matters or consideration of salary schedules for one or more classes of employees and the purchase or lease of real property or setting of a price for sale or lease of District property, inviting in Chief Ravagnie, Deputy Chief Levendoski, Deputy Chief Fortunato, Attorney Miller and Administrative Professional Thompson, seconded by Trustee Davis. Roll call noted, all voting members voted yes. The motion was passed and the meeting closed at 9:36AM.

The meeting reopened at 10:22AM.

Trustee Bayser made a motion authorizing the hire of six full time firefighters for November 2021 pending the status report of the AFG Grant, seconded by Trustee Davis. Roll call noted, all voting members voted yes. The motion was passed.

Trustee Mahoney motioned to adjourn, seconded by Trustee Bayer. All in favor say aye and the meeting closed at 10:36AM.

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President Milford Brown

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Secretary Bonnie Bayser

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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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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 10/19/2021 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 and Trustee Mahoney. Also present were Chief Ravagnie, Deputy Chief Levendoski, Deputy Chief Fortunato, Attorney Ottosen, Administrative Professional Thompson, Tom Sawyer, Lt. John Petty, Lt. Josh Koelper, FF David Floyel, Lt. Chris Liggett and Julie Liggett. Missing is Trustee Davis.

The meeting opened at 9:08AM.

The meeting participants stood for the Pledge of Allegiance.

Public Comments: None.

Karl Ottosen entered at 9:21AM.

Presentations: Tom Sawyer – Sawyer Falduto: The report is in the packet. The rates were higher earlier in the year. We have about a \$109,000.00 cash flow. The current yield is 2.1%. The rates will probably start climbing due to inflation.

Tom Sawyer left at 9:25AM.

Treasurer's Report: Trustee Bayser motioned to approve the Treasurers Report and Accounts Payable in the amount of \$796,357.44, seconded by Trustee Mahoney. Roll call noted and all voting members voted yes. The motion was passed.

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

Trustee Bayser motioned to approve the Regular Board Meeting Minutes of September 21, 2021 as distributed, seconded by Trustee Mahoney. Roll call noted, Trustee Brown abstained, all remaining voting members voted yes. The motion was passed.

Trustee Bayser motioned to approve the Closed Meeting minutes from September 21, 2021 and keep them closed, seconded by Trustee Mahoney. Roll call noted, Trustee Brown abstained, all remaining voting members voted yes. The motion was passed.

Correspondence: We received a lot of letters and pictures from Conley Elementary from when we visited. We also received a thank you letter for trying to save the life of family member and a letter from the 9/11 ceremony which also included a nice picture.

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

Attorney Report: There will be some discussion in closed session.

General Report: We are at 4,748 calls for the year, up from 4,216 last year. The Lieutenant testing assessment center went well and the written exam is November 1, 2021. We have our COVID agreement going over vaccines and testing. We also have one with the part time as well. We created a COVID email address where the results must be sent in. Dr. Fragen is here and this is the last week of physicals. The Chiefs met with the whole membership on October 4, 2021 and did a presentation on staffing and the future of the department. We still have a few members on light duty but by the beginning of next month they should both be back.

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 at 51% and all very positive.

Facilities Report: Any questions? No.

Apparatus Maintenance: Any questions? No.

Committee Reports: Safety Review is meeting December 7, 2021. There is nothing scheduled yet for Labor Management. Foreign Fire met on Friday and they purchased air fryers for all the stations. All of the CPAT equipment is in and set up. The representative came out and certified everything. December 18, 2021 is the first CPAT date. Our new website is still being designed and the CPAT information will be on there.

Insurance: Nothing new.

SEECOM: We are working on the radio frequencies and making sure all radios are the same.

Board of Commissioners: Their next meeting is November 3, 2021 after the written Lieutenant tests. We hired six full time and are going through backgrounds right now. We are losing more part time to going to full time departments. We are still advertising.

Fire Cost Recovery: We received \$4,858.56.

Grant Applications: We did get denied for one grant.

Village/Counties: Nothing.

Other: Station 4 Storm Water: We want to reroute water from the retention pond to along the church easement. This would run water to the Algonquin Road lowland area on the north side of Algonquin Road. The cost is roughly \$90,000.00. The school also has water running through Manchester Lakes but they do

not pay. Trustee Bayser motioned to move forward with this, seconded by Trustee Saletta. Roll call noted, Trustee Mahoney abstained, all remaining voting members voted yes. The motion was passed.

Old Business:

New Business:

Approve: Kevin Billenstein College reimbursement \$669.00: Trustee Bayer motioned to approve the college reimbursement in the amount of \$669.00, seconded by Trustee Mahoney. Roll call noted, all voting members voted yes. The motion was passed.

Approve: Staffing plan: This is the model requiring hiring of three personal each year over three budget cycles. The long term goal is the elimination of jump companies. The first three hires are scheduled to start November 8, 2021. The following three will be hired the third quarter of 2022 and the final three will be the second quarter of 2023. This is all based on our revenues. Each year the three new hires will still need to be approved. Trustee Mahoney motioned to approve the staffing model as presented, subject to the budget, including the total hiring of nine personal while maintaining the 80% staffing per the revenue projection, seconded by Trustee Saletta. Roll call noted, all voting members voted yes. The motion was passed.

Trustees Agenda:

Old Business: None

New Business:

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, Collective Bargaining matters or consideration of salary schedules for one or more classes of employees, selection of person to fill a public office or discipline, performance or removal of the occupant of a public office and the purchase or lease of real property or setting of a price for sale or lease of District property, inviting in Chief Ravagnie, Deputy Chief Levendoski, Deputy Chief Fortunato, Attorney Ottosen and Administrative Professional Thompson, seconded by Trustee Saletta. Roll call noted, all voting members voted yes. The motion was passed and the meeting closed at 9:35AM.

The meeting reopened at 10:07AM.

The Trustees reviewed the Commission appointment and their terms.

Trustee Mahoney motioned to adjourn, seconded by Trustee Bayer. Roll call noted, all voting members voted yes and the meeting closed at 10:12AM.

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President Milford Brown

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Secretary Bonnie Bayser

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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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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 11/16/2021 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 Levendoski, Deputy Chief Fortunato, Attorney Miller, Administrative Professional Thompson, Auditor James Gomez and members of the Huntley Fire Protection District.

The meeting opened at 9:00AM.

The meeting participants stood for the Pledge of Allegiance.

Public Comments: None.

Presentations: Appointment- Director of Training and Safety: Rick Madsen joined the Huntley Fire Protection District right out of high school in 2001. On November 8, 2021 he was moved to the training officer. Rick took his oath of office and was appointed to the Director of Training and Safety.

Chief Ravagnie introduced the six new full-time members who also started on November 8, 2021.

Presentations: Awards- Life saving: Lt. Gitzke and Lt. Harders presented two lifesaving awards to the wife and daughter of a male resident that collapsed on October 4, 2021. They started CPR before first responders could get there. Bystander CPR has been helping and making a difference in our community. Lt. Gitzke and Lt. Harders also recognized the crews on black shift that saved him. We had a female resident a week later who went into cardiac arrest but she was unable to make it to the meeting. She was discharged from the hospital a few days later. Lt. Gitzke and Lt. Harders also recognized the crews on gold shift for this call. In January of 2020 we received a call at R&R Trucking Company for a truck that fell on top of a male patient. His coworker was able to get the truck off of him and so Lt. Gitzke and Lt. Harders presented a lifesaving award for him but he was unable to make it to the meeting. The crews of red shift were also recognized for this call.

Members of the Huntley Fire Protection District left the meeting at 9:25AM.

Presentations: Tighe, Kress and Orr: James Gomez is here with Tighe, Kress and Orr. Last year we had to do the whole audit online, and this year we were able to do it in person. This is an unmodified and clean audit opinion. We have \$23.8 million in a positive net position, which is an increase of \$1.8 million from prior year. The general fund has \$1.1 million in cash and the ambulance has \$4.4 million in cash. There was some discussion on the report. Are there any recommendations? There were no significant issues. Everything was very smooth. Attorney Miller suggested we spend a little more out of the ambulance fund and a little less out of the corporate fund.

James Gomez left the meeting at 9:39AM.

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

Trustee Saletta made a motion to approve the audit presented by Tighe, Kress and Orr, seconded by Trustee Bayser. Roll call noted and all voting members voted yes. The motion was passed.

Treasurer's Report: Trustee Davis motioned to approve the Treasurers Report and Accounts Payable in the amount of \$673,190.91, 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 about 47% of our expenditures. We are at almost 47% of our personnel costs as well. We are ahead of our income with ambulance fees. We are also over with impact fees. Overtime is over budgeted but there is an improvement from last year. 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.

Trustee Bayser motioned to approve the Regular Board Meeting Minutes of October 19, 2021 pending correction of Trustee Davis not being there, seconded by Trustee Mahoney. Roll call noted, Trustee Davis abstained, all remaining voting members voted yes. The motion was passed.

Trustee Bayser motioned to approve the Closed Meeting minutes from October 19, 2021 and keep them closed, pending the correction of Trustee Davis not being there, seconded by Trustee Mahoney. Roll call noted, Trustee Davis abstained, all remaining voting members voted yes. The motion was passed.

Correspondence: McHenry Fire sent a thank you not for our fire investigators for responding to their fatal fire.

Attorney Report: House bill 220 was signed by the governor. This allows for Battalion Chiefs to be in a Union. They would still have to do certification. They can possibly have their own Union.

Approve: Ordinance Levying and Assessing: This has to be filed by the last Tuesday in December, which would be December 28, 2021. The main thing our accountant is looking to do was increase the pension fund levy. Any questions? Trustee Saletta asked why there was a 3.9% increase and not 5%. Our accountant probably didn't think we would get it. If we are going to have a lot of new growth then we should increase to 4.9%. We will approve at next meeting. The tort immunity fund went up quite a bit. Our insurance expenses have gone up as well. That is probably why it went up. We have had quite a few injuries. We are levying the pension fund more than what was recommended but we just want to stay on top of it, especially with the new hires. We are holding the levy and Attorney Miller will speak with our accountant and increase the levy.

Approve: 2021 Tax Levy: We will discuss at next meeting.

General Report: We are at 5,227 calls for the year, compared to 4,556 calls last year. Deputy Chief Levendoski called OSHA out to have a visit so we didn't get penalized for anything and got ahead of it. We have to add maps to Station 1, tornado shelter signs and high voltage stickers. They wanted our lifts certified. We need to have a list of chemicals. Forklift training must be done as well. There was a first responder event at Shepherd of the Prairie. The last part of the Lieutenant test finished on November 1, 2021. It is currently out for military points, but nobody has them. The Commissioners will meet to finalize the list. Members that qualify can still act. We have two people on each shift that can act as Battalion Chief. Our new insurance broker is Assured Partners. They bought Corkill out. Kalli Ortega stepped away. They came out and met with all three shifts last week. There is an Insurance Committee meeting tomorrow. We claimed the garage door and command vehicle. So far we have received \$4,100.00 for the garage door. There is approximately \$9,000.00 worth of damage on the command vehicle. Chief Ravagnie and Lt. Gitzke went to



the leadership group in McHenry County. They talked about the fire service and mental health. The Chiefs also went to fire science career night at MCC. We did lose one part time member to a full time position. Nobody else is on light duty currently. A few members will have surgery in December.

Alarm Response: Any questions? No.

EMS Dispatches: Any questions? No.

Hospitals Report: Any questions? No.

Mobile Integrated Health: Any questions? No.

Fire Prevention Report: There is a lot is coming to Huntley. There may be another hotel coming. Dave Johnson was wondering if we were interested in doing a phase 1 on the old station. Attorney Miller will look into it and have someone contact Chief. The subdivision behind Village Hall has been approved. The Village is looking at putting an ice skating rink downtown along with little sheds for craft fairs. They are also working on more parking. There is a new daycare going behind Culver's.

Public Education Report: Any questions? No.

Customer Service Surveys: We are at 49% and all very positive.

Facilities Report: Any questions? No.

Apparatus Maintenance: Only 15 hours of work are showing, but not everything is currently tracked in ESO.

Committee Reports: Safety Committee is meeting December 7, 2021. Labor Management is still looking for a date to meet. Foreign Fire does not have anything new. They will be taking over certain items at the stations like coffee, creamer and cooking items.

Insurance: They are meeting tomorrow, November 17, 2021.

SEECOM: Deputy Chief Fortunato and Battalion Chief Pierce are working on a radio template because the current is more suited for police.

Board of Commissioners: They met November 3, 2021 and then will meet again December 3, 2021 to finalize the Lieutenant list.

Fire Cost Recovery: We received \$2,153.74.

Grant Applications: Nothing new.

Village/Counties: The police are having a lot of changes. Their Deputy Chief retired.

Other:

Old Business:

New Business:



Approve Currie Motors: This will be for a backup command vehicle. This is for the chassy. We currently have seven staff cars and a pickup truck. Trustee Saletta motioned to approve the purchase of a chassy through Currie Motors, seconded by Trustee Bayser. Roll call noted, all voting members voted yes. The motion was passed.

Approve Arrow: This is for an ambulance chassy to reclassify the next ambulance. It could take 6-8 months at the earliest so we want to get on the list. Trustee Bayser motioned to approve the purchase of an ambulance chassy, seconded by Trustee Davis. Roll call noted, all voting members voted yes. The motion was passed.

Approve Motorola: 4 radios. The quote came back at \$21,990.36. Trustee Bayser motioned to approve the purchase of four radios, seconded by Trustee Saletta. Roll call noted, all voting members voted yes. The motion was passed.

Trustees Agenda:

Old Business: None

New Business:

Trustee Meeting dates: Trustee Saletta motioned to approve the 2022 Trustee meeting dates, seconded by Trustee Bayser. Roll call noted, all voting members voted yes. The motion was passed.

Deputy Chief 6 month review: This will be discussed in closed session.

Trustee Bayser motioned to authorize the increase of the ranks salary of Deputy Chief Fortunato to the current scale for other Deputy Chief and increase his vacation days to 20, seconded by Trustee Saletta. Roll call noted, all voting members voted yes. The motion was passed.

Trustee Saletta authorized the increase of vacation days for Administrative Professional Thompson to 15 days, seconded by Trustee Bayser. Roll call noted, all voting members voted yes. The motion was passed.

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, inviting in Chief Ravagnie, Deputy Chief Levendoski, Deputy Chief Fortunato, Attorney Miller and Administrative Professional Thompson, seconded by Trustee Davis. Roll call noted, all voting members voted yes. The motion was passed and the meeting closed at 10:36AM.

The meeting reopened at 11:04AM.

Trustee Brown motioned to adjourn, all in favor say aye and the meeting closed at 11:06AM.

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President Milford Brown

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Secretary Bonnie Bayser

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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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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 12/21/2021 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 Levendoski, Deputy Chief Fortunato, 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 Davis motioned to approve the Treasurers Report and Accounts Payable in the amount of \$941,612.51, seconded by Trustee Bayser. Roll call noted and all voting members voted yes. The motion was passed.

Lauterbach and Amen Budget Report: We have \$6 million in the operating fund, which is good for about five months plus carryover before our next tax revenue. The Chiefs met with the accountants yesterday to work on next year's budget. Trustee Bayser motioned to approve the Lauterbach and Amen Report, which is in the Board packet, seconded by Trustee Davis. Roll call noted, all voting members voted yes. The motion was passed.

Trustee Bayser motioned to approve the Regular Board Meeting Minutes of November 16, 2021, 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 from November 16, 2021 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 from Algonquin Fire for attending the service for a death of one of their members. Chief also received a thank you letter from McHenry County Health Department for doing vaccines.

### Attorney Report

Legislative Report: The Governor has signed the bill regarding the Battalion Chiefs, which goes into effect June 1, 2022, meaning they could join the Union. We received assessment appeals. There is a new law from Cook County where they are spreading lost revenue amount other departments. We also received a notice of tax rate objections for our corporate and ambulance funds. Kane and McHenry Counties are pretty far behind.

Approve: Ordinance Levying and Assessing:

Approve: 2021 Tax Levy: Trustee Bayser made a motion to approve the levy ordinance amended to go to 4.9% seconded by Trustee Saletta. Roll call noted and all voting members voted yes. The motion was passed. The CPIU may be over five next year, and it is currently 1.4.

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President	Secretary	Treasurer	Trustee	Trustee	Fire Chief

General Report: We are at 5,911 calls this year, compared to 5,174 calls this time last year. We think we will go over 6,000 this year. Huntley Hospital has been over capacity. We do not have anyone on light duty, but COVID is starting to hit us. We have had five members get sick so far, with two still currently out. We still have eight members not vaccinated. The six new full-time members are doing really well. We did lose a part-time member going to Carpentersville. We had six possible part-time members to hire but only one was hired. It is still hard to get part-time. McHenry hired 14 full time. The Chiefs met with the accountants yesterday to go over the budget. The hard part is we are buying items this year, but the payments are not due until next budget year. We are budgeting heavy next year for equipment. The new engine takes 409 days from signing to receiving. The prices are locked in.

Alarm Response: Any questions? No.

EMS Dispatches: Any questions? No.

Hospitals Report: Any questions? No.

Mobile Integrated Health: Any questions? No.

Fire Prevention Report: Everything is on hold with the schools.

Public Education Report: Any questions? No.

Customer Service Surveys: We are at 51% and all very positive.

Facilities Report: Any questions? No.

Apparatus Maintenance: Any questions? No.

Committee Reports: Foreign Fire met on Friday. They will bring in instructors in January 2022 to do presentations.

Insurance: So far things have been going well with the new brokers.

SEECOM: They got a new part-time and a new full-time member. They are looking for two more as well.

Board of Commissioners: The new Lieutenant list is posted and will go into effect on January 6, 2022.

Approve Stipend \$375.00 D. Hopkins, \$375.00 L. Palermo, \$250.00 F. Olson: Trustee Davis made a motion to approve the stipends for the Commissioners, seconded by Trustee Bayser. Roll call noted and all voting members voted yes. The motion was passed.

Fire Cost Recovery: We received \$1,782.80

Grant Applications: Nothing new.

Village/Counties: Tom Palmer retired from the Park District.

Other:

Review 2021 Accomplishments: A lot is being carried over to 2022. We will be working on accreditation and we are writing to plan on the new businesses coming to Huntley. CPAT started this month.

Review 2022 Goals and Objectives: no questions or comments.

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Old Business:

New Business:

Approve: IPRF workers compensation \$372,961.00: This went up about \$30,000.00 from last year. Trustee Bayser motioned to approve the IPRF workers compensation in the amount of \$372,961.00, seconded by Trustee Davis. Roll call noted, all voting members voted yes. The motion was passed.

Approve: Toyne Inc. not to exceed \$650,000.00: We just received the actual dollar amount this morning, but it still needs to be reviewed by the committee. If we wait until January 1, 2022 there is a \$7,000.00 increase with the chassy, and Toyne may increase as well. This is pretty much the same rig we purchased two years ago. It could be as low as \$595,000.00 if there are no changes. When the truck goes to Station 1, this engine would go to Station 3. The current reserve is a 2007. Trustee Bayser motioned to approve the purchase of the Toyne engine not to exceed \$650,000.00, seconded by Trustee Saletta. Roll call noted, all voting members voted yes. The motion was passed.

Approve: Life Fitness \$4,852.26: This is for a leg lift machine for Station 1. Will Foreign Fire purchase this? No, we did budget for it in this year. Trustee Bayser motioned to approve the purchase of a leg lift machine from Life Fitness in the amount of \$4,852.26, seconded by Trustee Mahoney. Roll call noted, all voting members voted yes. The motion was passed.

Approve: Kevin Billenstein College reimbursement \$669.00: Trustee Mahoney made a motion to approve the college reimbursement for Kevin Billenstein in the amount of \$669.00, seconded by Trustee Davis. Roll call noted, all voting members voted yes. The motion was passed.

Trustees Agenda:

Old Business: None

New Business:

NIAFPD Training Conference January 21, 2022:

Most of the other departments are changing their ambulance billing fees to match the GEMT rate. We could potentially earn another couple hundred thousand dollars. Chief will draft something up and we will discuss at the next meeting.

Trustee Bayser motioned to close the Regular Meeting of the Board of Trustees, seconded by Trustee Saletta. Roll call noted, all voting members voted yes and the meeting closed at 10:00AM.

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President Milford Brown

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Secretary Bonnie Bayser

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