



HUNTLEY FIRE PROTECTION DISTRICT

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Regular Meeting of the Huntley Fire Protection District Board of Trustees November 28, 2017

Trustee Brown motioned to open the Regular Meeting of the Board of Trustees; roll call noted all voting members aye and the meeting opened at 5:30PM. Present were Trustee Brown, Trustee Bayser, Trustee Olson, Trustee Saletta, Trustee Davis, Chief Ravagnie, Deputy Chief Schlick and Attorney Joe Miller.

Meeting participants said the Pledge of Allegiance.

Public Comments: None

Presentation: Susan Coen Auditor-The audit went very well. I received a lot of help from the staff. Ms. Coen discussed some of the highlights of the audit. There were no questions from the Board and they thanked Ms. Coen for her work on the Audit.

Trustee Olson motioned to approve the audit for 2016-2017 as submitted by Sue Coen seconded by Trustee Bayser. Roll call noted, all voting members aye, motion passed.

Trustee Olson motioned to move the CDAR coming due on 12/14/17 at the appropriate time seconded by Trustee Davis. Roll call noted, Trustee Brown abstain, all remaining voting members aye, motion passed.

Trustee Olson motioned to approve the Treasurers Report and Accounts Payable in the amount of \$361,011.92 seconded by Trustee Bayser. Roll call noted, all voting members aye, motion passed.

Trustee Bayser motioned to approve the Special Meeting Minutes of 10/2/17 as distributed seconded by Trustee Olson. Roll call noted, Trustee Saletta abstain, all remaining voting members aye, motion passed.

Trustee Bayser motioned to approve the Closed Meeting Minutes of 10/2/17 and keep them closed seconded by Trustee Olson. Roll call noted all voting member aye, motion passed.

Trustee Bayser motioned to approve the Regular Meeting Minutes of 10/24/17 seconded by Trustee Olson. Roll call noted, all voting members aye, motion passed.

Trustee Bayser motioned to approve the Closed Meeting Minutes of 10/24/17 and keep them closed seconded by Trustee Olson. Roll call noted, all voting members aye, motion passed.

Correspondence: We received one thank you note that included a \$100.00 donation.

Attorneys Report: Legislative Report: Donut holes are areas not being taxed by the district, if incorporated we will give them notice will change the distribution a location that should be HFD try to get areas annexed into the district. We will recheck it.

Appointment to pension fund. President Brown can make two appointments to the Pension Board. Effective 12/01/17 President Brown appoints Chief Ravagnie to the Pension Board. Trustee Olson is already appointed to the Pension Board.

Chief Contract to be discussed in Closed Session.

Regency Square Association to be discussed in Closed Session.

Trustee Olson motioned to approve the Tax Levy Ordinance 2017-02 seconded by Trustee Bayser. Roll call noted, all voting members aye, motion passed.

Chief's Report: The itemized bill for Ottosen, Britz Kelly Cooper & Gilbert is in the Board packet. We had 416 calls in the month of October. Station 3 continues to be the busiest and Station 4 has the least amount of calls. We had 4,412 calls YTD compared to 4,154 calls last year at the same time. We provided more mutual aid than received. This was Del Webb's busiest month, giving them an average of 39.6%. The EMS totals are in the Board packet. The 7g and OT Report show that we are spending more this year with the absence of some Lieutenants and having some people out with injuries.

Chief Ravagnie gave the Facilities Report.

Deputy Chief Schlick gave the Fire Prevention Report.

Chief Ravagnie gave the Apparatus Maintenance Report.

The Customer Service Surveys have a 51% return rate with no complaints.

Labor Management has a meeting December 11; they have elections coming up.

The Safety Committee will not meet again until next year.

The final list from the Lieutenants Test is in the Board Packet.

SEECOM: Algonquin FPD should be starting on Starcom any day. We sent a firefighter to SEECOM to learn what they do when dispatching. We have had dispatchers come to the stations as well, they ride along with 930.

We will be doing a wire transfer tomorrow for the SAFER Grant.

At Hampshire FPD, Chief Bill Robinson is retiring and Deputy Chief Trevor Herman is replacing him.

There is nothing new with the Village of Lake in the Hills.

Chief Ravagnie had a nice meeting with the Huntley Chief of Police and the Village Manager.

There is nothing new with the Village of Algonquin.

We received a check in the amount of \$1,864.00 from Fire Cost Recovery.

The Foreign Fire Tax Board met last week. They approved to pay half of the amount for new uniform badges. They approved a Boost water filter to add electrolytes to the drinking water in the amount of \$448.00. The newspaper wants to do an article on our saunas and cancer prevention.

There is nothing new with McHenry or Kane Counties.

Other: Chief Ravagnie and Deputy Chief Schlick gave the staff 5 questions to think about and then they sat down with each and every person to get their responses. It has been very time consuming but we are receiving good feedback, we

are very happy with it. There may be some items that can be put into the Strategic Plan. We are on a mission to meet every fire department that touches our district and to have lunch with them. Our Battalion Chiefs are to meet with Crystal Lake FD and Algonquin FPD's Battalion Chiefs and their police departments. They will go out to lunch somewhere around Randal and Ackman to get to know them better. The Battalion Chiefs will now be going on full arrests. The Battalion Chiefs will be going to other departments on aid calls while Chief Ravagnie and Deputy Chief Schlick cover the district while they are gone.

Trustee Olson motioned to take a recess for the Swearing in Ceremony of Chief Ravagnie seconded by Trustee Bayser. Roll call noted, all voting members aye and the meeting recessed at 6:17PM.

Trustee Olson motioned to reconvene the Regular Board Meeting at 6:24PM, seconded by Trustee Davis. Roll call noted, Trustee Brown, Trustee Olson, Trustee Saletta and Trustee Davis were present. Trustee Bayser was absent.

The Honor Guard presented the Colors.

Deputy Chief Schlick introduced the Board of Trustees and Commissioners to the meeting participants. He called Chief Ravagnie forward who then introduced his family. Chief Ravagnie is the fourth full time fire chief for the district. Attorney Miller administered the Oath of Office. Training Officer Levendoski presented Sherri Ravagnie with flowers. Challenge coin presented by Lt Jim brown. Transfer of command was done by Battalion Chief Eeg who placed 902 in command with SEECOM. Chief Ravagnie said a few words of thanks. Commissioner Angerame presented the Certificate of Appointment to Chief Ravagnie.

Trustee Saletta motioned to take a refreshment break at 6:50PM seconded by Trustee Olson. Roll call noted, all voting members aye, motion passed.

Trustee Olson motioned to reconvene the Regular Meeting of the Board of Trustees seconded by Trustee Davis. Roll call noted, Trustee Brown, Trustee Olson, Trustee Saletta and Trustee Davis were present. Trustee Bayser was absent, the meeting reconvened at 7:03PM.

New business:

Trustee Saletta motioned to approve the Intel Mini PC Computer 2-LED TVs and 2-Wall Mounts for Station 1 not to exceed \$2,169.00 seconded by Trustee Olson. Roll call noted, all voting members aye, motion passed.

Trustee Olson motioned to accept the Foreign Fire Tax Funds in the amount of \$39,364.57 seconded by Trustee Davis. Roll call noted, all voting members aye, motion passed. There was some discussion.

Trustee Saletta motioned to approve the Workers Compensation and Employee Liability through IPRF in the amount of \$245,021.00 with the \$100,000 deductible seconded by Trustee Davis. There was some discussion. Roll call noted, all voting members aye, motion passed.

We will be receiving \$36,930.00 in grant money from IPRF.

Trustee Olson motioned to approve the 2018 Board of Trustees Meeting Schedule as presented seconded by Trustee Davis. Roll call noted, all voting members aye, motion passed.

Deputy Chief Schlick worked with Jennifer Baustin to develop new letterhead for the District and the commissioners. We will add the P.O. Box. The letterhead will be used as a word document not printed paper.

The District Christmas Party is December 15th at the Annex, it is our 10th year.

The NIAFPD conference is January 25 – 28, 2018.

Trustee Saletta gave some information regarding ETSB. There is a new alerting system that would expedite dispatch and could save up to a minute in response time. We would like the process to move forward. Algonquin FPD, Cary

FPD, Fox River Grove FPD and McHenry FPD are all interested in it as well. This will help with Accreditation as well. Whatever we can do as trustees we would like to move forward with it.

We have a couple of firefighters out with injuries.

Chief Ravagnie would like to get Christmas gifts for everyone, spending around \$2,600.00.

The Board has determined that Chief Ravagnie has the authority to spend up \$5,000.00 without prior authorization.

We are looking at a scheduling program with Aladtec, which will allow the part time personnel to schedule their work days online, whenever and wherever they want to. The cost is minimal.

We may have to schedule a special board meeting before the December meeting. There was some discussion regarding the possible new station.

There is no Old or New trustee business.

Attorney Miller asked about the Regency Property, did they mention they were developing a Home Owners Assoc. when you purchased the property? We had no idea they were forming an HOA. We have been at this location for 16 years, why are they doing this now? Attorney Miller will tell them we are not going to be a part of the HOA.

There were no changes to Chief Ravagnie's contract, all looks good.

Trustee Olson motioned to close the Regular Meeting of the Board of Trustees and move into Closed Session for appointment, employment, discipline, performance or dismissal of specific employees inviting in Chief Ravagnie, Deputy Chief Schlick and Attorney Miller seconded Trustee Saletta. Roll call noted, all voting members aye, the meeting ended at 7:39PM.

Milford Brown – President

Fred Olson - Treasurer

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