



# HUNTLEY FIRE PROTECTION DISTRICT

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

## **Regular Meeting of the Huntley Fire Protection District Board of Trustees December 19, 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 Karl Ottosen.

Meeting participants stood for the Pledge of Allegiance.

Public Comments: Cindy Allison of 1115 Lincoln St., Huntley, she is part of the group Concerned Citizens regarding the development at Mill and Lincoln St. They are opposed to our building a fire station on their block across from the park. We will be sending you a letter with questions.

Ed Allison asked, if we need to contact you do we send it to Coral St? Mail or email? Chief Ravagnie gave them his email address.

Presentations: None

Trustee Olson motioned to roll over the CDAR coming due on 1/11/18 at the appropriate time seconded by Trustee Davis. There was some discussion. The Board asked Chief Ravagnie to talk with Sawyer/Falduto and American Community Bank about getting better interest rates. Roll call noted, Brown abstain, all remaining voting members aye, motioned passed.

Trustee Olson motioned to approve the Treasurers Report and Accounts Payable in the amount of \$288,231.75 seconded by Trustee Bayser. Roll called noted, all voting members aye, motion passed.

The Annual Financial Report is included in the Board packet.

Trustee Olson motioned to approve the Regular Board Meeting Minutes of November 28, 2017 as distributed seconded by Trustee Saletta. Roll call noted, Trustee Bayser abstain, all remaining voting members aye, motion passed.

Trustee Olson motioned to approve the Closed Board Meeting Minutes seconded by Trustee Saletta. Roll call noted, Trustee Bayser abstain, all remaining voting members aye, motion passed.

Correspondence: None

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



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Attorney Report: The General Assembly made an amendment that all job applications have to be changed so they do not ask to disclose certain juvenile or criminal background information. On the subject of sexual harassment, we have 60 days to write a new resolution amending our current sexual harassment policy. We will have to have everyone re-trained. As trustees, be certain that your conduct is also appropriate. Everyone in the district should know sexual harassment will not be tolerated. We will need to add the new wording to our policy that is required from the General Assembly. Please put it on the agenda for January.

Attorney Ottosen asked us to change our meeting dates to the second or third Tuesday of every month to help with their schedule. The third Tuesday works best. We will revise the meeting schedule.

Trustee Olson motioned to approve the Intergovernmental Agreement with Woodstock Fire seconded by Trustee Saletta. Roll call noted, all voting members aye, motion passed.

There is no new information regarding Regency Square Association.

Chief's Report: We had 398 calls for the month, Station 3 had the most calls. We are averaging 13.3 calls/day. This month we had 18-20 calls a day, 4723 YTD. Del Webb is 38% of call volume. The 7g and over-time report for 2016 and 2017 are in the Board packet.

Lt Harders discussed the EMS Report. All the stats and reports are in the Board packet. The Board said it likes the report. How many calls do you think we will get from Alden? The average is 1 call/year/bed. Since we purchased the laryngoscopes we have only missed 2 intubations. They are helping out quite a bit, they are a very good investment.

Lt Madziarek gave the Fire Prevention Report. Huntley Hospital is getting a second cath lab. One building was demolished at the outlet mall, the remaining buildings have to be kept up to code. We sent them a bill for \$2,400.00 for all the true alarm calls, they fixed the problem within a week. Trustee Saletta said the IFSA teamed up with the State Fire Marshal's Office to distribute smoke detectors. We can get 24 for the district but they would not be hard wired. Lt Madziarek will look into it. Chief Ravagnie said Chief Kreher of Barrington/Countryside FPD gave us two cases of smoke detectors. On January 23rd, Chief Ravagnie, Lt Harders and Lt. Bentley will be giving a presentation to Neighborhood 8.

Chief Ravagnie gave the Facilities Report.

Chief Ravagnie gave the Apparatus Maintenance Report.

The Customer Service Surveys have a 50% return rate with no complaints this month.

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Labor Management: Jason Freund is the new Union President, Brian Szymczak Secretary, Patrick Gordon Vice President and David Floyel is the Treasurer. They would like to clean up some of the wording in the contract.

The Safety Committee met today. The minutes from that meeting will be in next month's Board packet.

The meeting minutes for the Board of Commissioners are in the Board packet. Trustee Olson motioned to approve the stipend request for the Board of Commissioners seconded by Trustee Bayser. Roll call noted, all voting members aye, motion passed.

Deputy Chief Schlick left the meeting at 6:02PM to respond to a Box Alarm.

There is nothing new with SEECOM. Trustee Saletta attended a meeting regarding station alerting.

We have no news regarding grant applications.

We are working with Hampshire Fire, they want to add a chief to their MABAS Box Card.

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

Chief Ravagnie and Deputy Chief Schlick will be meeting with Dave Johnson, we will keep in contact with him once a week. On January 18 The Huntley Chamber of Commerce is having a meeting, Chief Ravagnie will be attending.

There is no news regarding the Village of Algonquin.

We received \$1,496.00 from Fire Cost Recovery.

The Foreign Fire Tax Committee will be meeting again in February 2018.

The TEMS Team is working on their 2108 Training schedule.

Chief Ravagnie filed our tax levy for McHenry County and Attorney Miller filed for us in Kane County.

New Business:

There was some discussion regarding the 2017 Goals and Objectives which are in the Board packet. We will be re-evaluating those goals and objectives for 2018. We will submit new Goals and



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Objectives for 2018 at the next Board meeting. A lot of the goals and objectives from 2017 will be brought over to 2018. Trustee Saletta wants to see us tie some of them into the strategic plan. We also need to get a chaplain and do a station distribution study. Steve Ravero will be doing the station location study.

Trustee Bayser motioned to approve Aladtec Online Scheduling Software not to exceed \$2,495.00 for the part-time employees seconded by Trustee Olson. Roll call noted, all voting members aye, motion passed.

Selective Insurance submitted new coverage for sexual harassment for \$538.00. Attorney Ottosen asked for clarification on #2 in the contract. Chief Ravagnie to get clarification before the Board approves it. This item was tabled for clarification, to be discussed at the next meeting.

Trustee Davis motioned to approve the Goodyear Tire purchase of \$1,203.74 seconded by Trustee Bayser. Roll call noted, all voting members aye, motion passed.

Trustee Olson motioned to approve the Motorola Bluetooth Upgrade for 25 air packs and radios not to exceed \$4,325.00 seconded by Trustee Bayser. Roll call noted, all voting members aye, motion passed.

Trustee Olson motioned to approve the Health Endeavors Annual Medical Exams invoice for \$6,153.00 seconded by Trustee Davis. Roll call noted, all voting members aye, motion passed.

Trustee Saletta motioned to approve Air Compressor Direct Campbell Hausfeld 120 gallon/2 stage not to exceed \$2,699.99 seconded by Trustee Bayser. Roll call noted, all voting members aye, motion passed.

Trustee Davis motioned to approve Cherry Hill's Consulting yearly IT contract seconded by Trustee Saletta. Roll call noted, all voting members aye, motion passed.

The NIAFPD Conference will be January 25 - 28, 2018.

Trustee Saletta excused himself from the meeting at 6:26PM.

Chief Ravagnie and Deputy Chief Schlick have been meeting with all staff members, we still have 4 full and 5 part time people to talk with. Once we are finished we will compile it all and present it to the shifts. It is going really well, we have been getting some good feedback.



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On December 14 Chief Ravagnie and Lt. Harders met with 10 - 12 people from Huntley Hospital. We talked about what we do and how we do it.

Trustee Saletta returned to the meeting at 6:29PM.

We are still looking into remodeling the bathrooms at Stations 2 and 3. There is a lot involved in doing it, it is more than just redoing a bathroom. It will entail changing the bunk rooms, replacing carpet, moving the laundry room, making 4 separate showers and toilets. We will keep you up to date when we have more information.

Our current staffing is between 15-21 people. We are more often at 15 than 21 which requires us to be all jump companies. We would like to get Station 2 fully staffed. Chief Ravagnie will look into what will work best for the district. Hire full time? We are going to look at every option and look outside the box. Looking to keep costs down but we also want what is best for the community. Some discussion. Chief Ravagnie will find out what percentage of our budget goes towards personnel.

We will be including the profit and loss report in the board packet which will show what we spend every month.

Trustees: There was no old or new business.

Trustee Bayser motioned to close the Regular Meeting of the Board of Trustees to discuss appointment, employment, discipline, performance or dismissal of specific employees, inviting in Attorney Ottosen and Chief Ravagnie seconded by Trustee Olson. Roll call noted, all voting members aye, and the meeting closed at 6:40PM.

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President Milford Brown

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Secretary Bonnie Bayser

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