



HUNTLEY FIRE PROTECTION DISTRICT

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

Huntley Fire Protection District Board of Trustees November 20, 2018

Trustee Brown called the Regular Meeting of the Board of Trustees to order and the meeting opened at 5:30PM at the Annex Building. On the call of the roll, present were; Trustee Brown, Trustee Bayser, Trustee Olson, Trustee Saletta, and Trustee Davis. Also present were; Chief Ravagnie, Deputy Chief Schlick, Lieutenant Brian Harders, Lieutenant John Levendoski, and Attorney Ottosen.

Meeting participants stood for the Pledge of Allegiance.

Public Comments: There were no public comments.

Presentations: Chief Ravagnie introduced our seven new part time employees; Brian Manka, Mark Heredia, Michael Garza, Zack Geib, Michael Williams, Landon Hopp, and Connor Lemcke. Attorney Ottosen read the Code of Ethics for the Huntley Fire Protection District, each of the employees agreed and signed the Code of Ethics.

The Board took a refreshment break at 5:36PM. The Board Meeting resumed at 5:51PM.

Trustee Olson motioned to not roll over the CDAR coming due on December 13, 2018 but to move it to the Money Market at American Community Bank at the appropriate time seconded by Trustee Bayser. Roll call noted, Trustee Brown abstain, all remaining voting members yes, motion passed.

Trustee Olson motioned to approve the Treasurers Report and Accounts Payable in the amount of \$352,813.98 seconded by Trustee Davis. Roll call noted, all voting members yes, motion passed.

Trustee Bayser motioned to approve the Regular Meeting Minutes of October 23, 2018 as distributed seconded by Trustee Olson. Roll call noted, all voting members yes, motion passed.

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

Trustee Bayser motioned to approve the Closed Meeting Minutes of October 23, 2018 and keep them closed seconded by Trustee Olson. Roll call noted, all voting members yes, motion passed.

Trustee Bayser motioned to approve the Special Meeting Minutes of November 7, 2018 as distributed seconded by Trustee Olson. Roll call noted, Trustee Davis abstain, all remaining voting members yes, motion passed.

Correspondence: We received a thank you note from Mary Christian's family.

Attorney Ottosen said there is nothing new with Legislation.

We will not need to hold a Truth in Taxation Hearing because our levy is under 5%.

Trustee Bayser motioned to approve Ordinance 2018-04 Tax Levy seconded by Trustee Olson. Roll call noted, all voting members yes, motion passed.

The sellers of the property for Station 5 are ready to sell the land. Attorney Ottosen said Attorney William Thomas will schedule the closing, we hope to have it done by the end of the year.

Chief Ravagnie gave the General Report: we have had 4,661 calls for 2018. Last year at this time we had 4,322 calls. Wes Levy came to the full staff meeting and presented the same information he gave to the Board. Our 3 Chaplains also attended the staff meeting. Deacon Lou spent a day at Station 1, riding along with the Battalion Chief and stayed until 8:00PM. The list of Shift transfers was sent out to all, the transfers will begin in January. We are working on changing the daily work assignments to do some things on the weekends. We also have a new uniform policy. Polo shirts will only be worn after 9PM until 7AM. Baseball caps will not be allowed except during the previous mentioned hours. All staff members will be wearing button down shirts by May 1, 2019. Service Master cleaned all the seats in the rigs and everything else in it, they were not as bad as we thought it would be. We will do it once a year to prevent any cancer causing agents on the rigs. We are over budget with our line item Service Charges through Harris Bank. Our monthly charges are \$900 - \$1,100. We will look into changing this and will look at other banks in Huntley.

Lieutenant Levandoski gave the Alarm Response Report, which is in Board Packet. We are staying around 2 minute turn out times. Stations 1 and 4 have a little slower turn out times due to using jump companies. For Training, we hosted a "wrecker" class which was well received by the shifts. We will be doing Ice Rescue in December. Deputy Chief Schlick will be teaching Incident Command to the shifts beginning in December.

Lieutenant Harders gave the EMS Report, we changed the format of the EMS Report to identify our trends and to see what we can better track. We are trying to identify, more specifically, the category of Falls vs Lift Assists to define it a little better. Paramedic Class is about 2/3rd's into the semester. The Accreditation Staff had an EMS site visit.

We have already corrected most of the items they gave us to correct. We will be doing a year-end review of our continuing education. We are finishing up our demos with the CPR Devices. We are looking for better data to make a more informed decision. We are working on our EMS Plan for 2019.

AMITA Health is taking over St. Joseph's Hospital.

Lieutenants' Madziarek and Bentley have been giving presentations to Sun City.

Chief Ravagnie gave the Facilities Report which is in the Board packet. The remodel of Station 3 is going really well. We had an inspection from the Village of Huntley today. We are hoping to pour new concrete on Monday.

Chief Ravagnie gave the Apparatus Maintenance Report which is in the Board packet.

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

Deputy Chief Schlick gave the Public Education Report which is in the Board packet. We had an Evacuation Drill at Deer Path which wasn't executed well. We will work together with Deer Path to help them implement a better evacuation.

The Customer Service Surveys have a 47% return rate, with no complaints.

Chief Ravagnie gave the Committee Reports: The Safety Committee meets December 17th. Labor Management is meeting December 10th. The Foreign Fire Tax Funds came in. The Foreign Fire Tax Committee has two spots open on their committee. The Traditions Committee is working on an Awards Night Banquet. Deputy Chief Schlick is working with them, does the Board want to continue towards an Awards Night? The dates we are looking at are March 2 or 9 maybe holding a dinner either at Pine Crest or the hospital. Our Mutual Aid crews would help us during the banquet so that everyone can attend. Is there anyone opposed to it? No, the Board said to continue planning an Awards Night.

There is no update from the Board of Commissioners.

SEECOM purchased additional equipment which will help with the station alerting system.

Deputy Chief Schlick and Chief Ravagnie met with Greg from Adapt Management to discuss the SAFER Grant. Deputy Chief Schlick is working on the grant with the other departments.

We received a check for \$312.00 from Fire Cost Recovery.

Chief Ravagnie gave the Village Reports. We believe our meeting with the Village of Huntley was very good. What did the Board think? The Board agreed, it is good to

work with the Village. It was good to meet each other and hear what they are doing. We received a lot of good feedback from them. The Hampshire Fire Protection District's referendum passed, they hoping to build a new station.

There is nothing new with the Counties.

Mark Kunde's Retirement Party is Saturday, November 24th at 5:00PM at the Legion.

December 7th is the Children's Christmas party at the Annex at 5:00PM.

Battalion Chief Mike Pierce is the Chair of The Apparatus Committee. He distributed a breakdown of replacement options for a new engine and explained the committee's recommendations. If you have any questions please let me know. We are hoping to get approval to move forward with the project at the December 18, 2018 Board meeting. There was some discussion and questions. We could have the contract put together prior to the next meeting so everyone can look at it in advance. Thank you for the report which is well prepared. Attorney Ottosen said to send the contracts, for all options to his office for prior approval of their wording.

New Business:

Deputy Chief Schlick discussed the testing that was done on the fire hose and how they came about choosing Dinges as the provider. There was some discussion.

Trustee Saletta motioned to approve the purchase of 1 ¾" - 2 ½" Fire Hose from Dinges Fire not to exceed \$19,625.10 seconded by Trustee Olson. Roll call noted, all voting members yes, motion passed.

Trustee Bayser motioned to approve HR Green Final Engineering Landscaping, Surveying Proposal in the amount of \$37,848.00 seconded by Trustee Olson. Roll call noted, all voting members yes, motion passed.

Trustee Olson motioned to purchase Turnout Gear not to exceed \$19,800.00 only if the funds are available through the SAFER Grant seconded by Trustee Davis. Roll call noted, all voting members yes, motion passed.

The Annual NIAFPD Conference is being held in January, let Chief Ravagnie know if you are interested in attending.

Trustee Agenda Old Business, none.

New Business: Trustee Bayser said she will not be attending the December Board meeting, she will be out of town.

Trustee Bayser motioned to close the Regular Meeting of the Board of Trustees and move into Closed Session for appointment, employment, discipline, performance or dismissal of specific employees and selection of person to fill a public office or discipline, performance or removal of the occupant of a public office inviting in Chief

Ravagnie, Deputy Chief Schlick and Attorney Ottosen seconded by Trustee Saletta.
Roll call noted, all voting members yes and the meeting closed at 7:10PM.

President Milford Brown

Treasurer Fred Olson