

# Sandwich Community Fire Protection District

## Regular Meeting Minutes

Tuesday December 13, 2016

7:00 P.M.

Present: Trustee Secretary- Matt Weismiller  
Trustee Treasurer- Jeff Hyatt

1. Call to Order and Pledge of Allegiance

Meeting called to order by Trustee Weismiller at 7:00 P.M. Trustee Weismiller stated that Trustee Beverage was running late.

2. Review, Discussion and Approval of the previous meeting minutes:

Trustee stated that there are 3 meetings to approve, 1 regular meeting on November 8, 2016 and 2 special meetings dated November 18, 2016 and December 6, 2016. Trustee Hyatt made a motion to approve the previous meeting minutes, seconded by Trustee Weismiller, Trustee Weismiller voted yes and Trustee Hyatt voted yes.

3. Review, Discussion and Approval of the Treasurer's Report:

Trustee Hyatt stated that the total cash on hand is \$1,836,395.37 and the total disbursements are \$103,283.68, Trustee Weismiller made a motion to accept the Treasurer's Report as presented, seconded by Trustee Hyatt, Trustee Weismiller voted yes and Trustee Hyatt voted yes.

4. Correspondence:

Chief Pruski stated that Waubensee Community College sent the Fire District a plaque, they are celebrating their 50<sup>th</sup> year, Michelle Evans the Assistant Dean dropped off the plaque as a thank you for partnering with Waubensee Community College. Chief stated that Mike Pruski taught at Waubensee for 30 years and that Chief Pruski and Deputy Chief King currently teach at Waubensee.

5. Attorney's Report:

None

6. Visitors:

None

7. Chief's Report:

Chief Pruski stated that there were 1276 total calls to date for 2016. Chief stated that the District submitted an application for a FEMA grant in the amount of \$298,550.00 for new SCBA equipment, Chief stated that the current SCBA was purchased in 2009, and they have only 3 years left before they have to be retired. Trustee Hyatt asked how soon does FEMA reply and Chief stated that it could be a year. Chief stated that we have to have matching funds of 5%. Chief stated that Assistant Chief Boring wrote a TransCanada grant for \$4000.00 for fire signs. Chief stated that there was a response from TransCanada stating that the 2016 monies are no longer available but they will keep our Grant request on file for when funds are available. Chief stated that we will be receiving an IPR Grant for about \$3000.00, Assistant Chief Boring suggested looking at ballistics vests for an active shooter situation. Chief stated that all preventative maintenance has been completed, with ground ladder testing to be completed soon. Chief stated that there was enough money in the budget to order 19 replacement fire signs. Chief stated that 441 motor is out and new one being installed and should be here by the end of the week, the new motor has an 18,000 mile warranty, but Todd said it needs new front tires at a cost of

\$425.00. Trustee Weismiller made a motion to replace the two front tires at a cost of \$425.00, seconded by Trustee Hyatt, Trustee Weismiller voted yes, and Trustee Hyatt voted yes. Chief stated that Sandwich Inc. has been replacing rear led back-up lights on the vehicles. Chief stated that 61 has a rear tire deflation problem and will be going back to Arneson's, then over to Todd's for some belts squeaking and we will contact Alexis for some electrical issues. Chief stated that the District lets the community use the station for events, recently Paws for a Cause held an event raising money for the Fox Valley Older Adults organization, one of the rigs took Santa to the tree lighting ceremony, the District helped pump water for the Park District's ice rink, and the Franklin Mall Project used the station for a drop off and box up center, IVVC sorts the donations then the Lions Club boxes it all up and deliveries them, Chief stated that there are 225 families in need this Christmas. Chief stated that Assistant Chief Boring and Todd with the city are going through the international code book page by page so that the City and the Fire Department are in agreement with fire codes.

### **Old Business**

- Chief is asking the Board if we can take the Jeffrey to IVVC for the restoration work to be performed by the IVVC mechanics teacher and students at a cost of \$2000.00, Sandwich Inc. has set aside monies for this project, Trustee Weismiller made a motion for permission to take the Jeffrey to IVVC for restoration work, seconded by Trustee Hyatt, Trustee Weismiller voted yes and Trustee Hyatt voted yes.
- Fire Prevention: Chief stated that he would like to contact S. Flaherty for a fee structure for the Fire Bureau and guidelines for collecting those fees.
- ROG's and Minimum Call Response: Chief asked to table these for now.

### **New Business**

- Personnel Business: Chief asked if one of our part time Kurtz employees Abby Fasnacht can join the fire side, Trustee Weismiller made a motion to bring on Abby Fasnacht as a recruit, seconded by Trustee Hyatt, Trustee Weismiller voted yes and Trustee Hyatt voted yes. Chief stated that he has a letter of resignation as an officer from Gene Leopold. Trustee Weismiller made a motion to accept Gene Leopold's resignation as an officer, seconded by Trustee Hyatt, Trustee Weismiller voted yes and Trustee Hyatt voted yes.
- Acting Officer Posting: Chief stated that there will be 2 postings one for Lieutenant and one for Acting Officer, the letters of intent are due to the Chief by January 10, 2017 and the announcement will be February 14, 2017.
- Training Requests: P. Gruca has finished all of his FO1 requirement classes, M. Pruski, K. Boring and E. Morris attended the Active Shooter course, 2 classes through IFSI are being held here at the station the Life Safety Class and the Traffic Incident Management Class. B. Eade has started his class, C. Curry has signed up for an EMT class. Lumber was donated for the smoke trailer, T. Distelhurst has procured many fire extinguishers from a company he has contact with . Chief stated that he and E. Morris will put together a class for the community to learn how to use fire extinguishers. Chief asked the Board if K. Boring, E. Morris and J. Grey can attend a Public Fire and Life Safety Class at a cost of \$350.00 each to be taken out of line item # 5271. Chief stated that he is working with Fox Valley Career Center, Bristol/Kendall and the Oswego Fire Departments for Life Fire Training to be performed semi-annually. Chief stated that the School District donated a bus for training to be kept at IVVC.
- Trustee Beverage arrived at 7:30
- Trustee Hyatt made a motion to send K. Boring, E. Morris and J. Grey to the Public Fire & Life Safety class, seconded by Trustee Weismiller, Trustee Beverage voted yes, Trustee Weismiller voted yes and Trustee Hyatt voted yes.
- Equipment Purchase Request: Chief stated that we are looking to update the computers in the Pick-Up truck, the ladder truck, the ambulance and Engine 420, 4 tablets from G-Tac through Communications Direct with a 3 year bumper to bumper warranty for \$2098.39 each for a total of \$8393.56 plus shipping to be taken out of line item # 5285 and Sandwich Inc. will purchase the chargers and the vehicle mounts. Trustee Weismiller made a motion to purchase the tablets for a total of \$8393.56 plus shipping,

seconded by Trustee Hyatt, Trustee Beverage voted yes, Trustee Weismiller voted yes and Trustee Hyatt voted yes.

- Update Cellular Phone Plan: Chief stated that adding the 4 new tablets to the Verizon account for a total of \$160.00 per month.

- Fire Hose Purchase: Chief stated that we need 500 feet of an inch and three quarter, 1900 feet of two and a half inch and 500 feet of five inch hoses (attached) coming from Air One Equipment for a total of \$10,570.00 with free shipping to be taken out of line item # 5285. Trustee Weismiller made a motion to purchase the hoses needed for \$10,570.00, seconded by Trustee Hyatt, Trustee Weismiller voted yes and Trustee Hyatt voted yes.

- Uniform Hardware Purchase: Chief stated that Assistant Chief Boring is in need of 12 sets of collar pins for a total of \$525.16 to be taken out of line item # 5250, Trustee Weismiller made a motion to purchase the collar pins at a price of \$525.16, seconded by Trustee Hyatt, Trustee Weismiller voted yes, Trustee Beverage voted and Trustee Hyatt voted yes.

- CPR Equipment: Chief stated that E. Morris and P. Sinetos finished their classes to be CPR Instructors and have their instructor cards. SCFPD are going to be holding CPR classes and they need instructor materials to conduct the classes at a cost of \$165.25 to be taken out of line item # 5272, Chief stated that the mannequins we currently have are in good shape. Trustee Weismiller made a motion to purchase the CPR Instructor materials, seconded by Trustee Hyatt, Trustee Weismiller voted yes, Trustee Beverage voted yes and Trustee Hyatt voted yes.

- Day Room TV Purchase: Chief stated that the day room TV is broken and the volunteers looked at Wal-Mart and found a Vizio 55" and stand for a total of \$627.00, Trustee Weismiller and Trustee Beverage suggested to table this request.

- CPR Classes: Chief stated that we briefly touched on that subject when there was talk for the purchase for CPR Instructor materials.

- ADA Improvement: Trustee Hyatt is still seeking bids for the ADA Improvements. There was a brief discussion regarding who to seek bids from.

### **Adjournment:**

Trustee Weismiller made a motion to adjourn the meeting at 7:55 P.M., seconded by Trustee Hyatt, Trustee Weismiller voted yes, Trustee voted yes and Trustee Beverage voted yes.

