

Sandwich Community Fire Protection District
Regular Meeting Minutes

September 13, 2016

7:00 P.M.

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

1. Call to Order and Pledge of Allegiance:

Meeting called to order at 7:00 P.M. by Trustee Beverage.

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

Trustee Beverage made a motion to approve the previous meeting minutes, seconded by Trustee Weismiller, Trustee Beverage voted yes, Trustee Weismiller voted yes and Trustee Hyatt voted yes.

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

Trustee Hyatt stated that the cash on hand is \$1,815,059.27 and the total disbursements are \$93,950.04. Trustee Weismiller made a motion to approve the Treasurer's Report, seconded by Trustee Beverage, Trustee Beverage voted yes, Trustee Weismiller voted yes and Trustee Hyatt voted yes.

4. Correspondence:

Trustee Beverage stated that the District received a thank you letter from Open Door Rehabilitation Center stating that there was a house fire adjacent to one of their group homes, and the first responders worked well calming the residents and getting them safely out and back in the home with courteous professionalism. Trustee Beverage stated that the District received a thank you from Cadet Brinkman and his Mother Julie from Indianapolis for the T-shirt and patch that the District sent to him, the Mother stated that Cadet Brinkman has finished his chemo and surgeries and is currently cancer free.

5. Attorney's Report:

None

6. Visitors:

None

7. Chief's Report:

Chief Pruski stated that the District has looked into new Fire Signs for replacement of the signs that are becoming unreadable, he is looking into a company in Lisle to make new fire signs because Viking Company want to charge \$40.00 per sign. The Company in Lisle said the cost would be \$28.00 per sign, with a price adjustment for bulk orders. Chief Pruski stated that we would replace as many as possible within the budget this fiscal year. Chief Pruski stated that all the ambulance inspections and safety lanes were performed last week and they all passed. There is an issue with the lights on 442 and Deputy Chief will work on that. Chief Pruski stated that the District and the City met to discuss having both parties on the same page as far as Fire Codes. The city bought 2 International Life Safety Code books for the Chief and the Assistant Chief. Chief Pruski stated that the goal is to bring all fire and

structure codes up to 2015. Chief Pruski stated that the City is up to date to 2002 codes, the State Fire Marshall's Office is up to date to 2000 and the District is up to date to 2006. Chief Pruski stated that the whole goal is for the two parties (City & District) to sit down with the same codes and discuss interpretation for said codes. Chief stated that there will be more discussion regarding fees generated from permits and the pay schedule for the District. The fees will be based on how much time and work goes into each inspection separately. Chief Pruski stated that the District ID cards were completed by the Somonauk Fire District, the Sandwich District bought them a printer ribbon for their ID card maker last year and it is still in use, so Chief suggested that we send a couple of pizzas over as a thank you. Chief stated that Assistant Chief Boring has revised the Incident Action Plan for the Fair, the fire drills for the schools are being performed. Chief stated that we borrowed a policy regarding the Active Shooter Plan, which was adjusted and sent to the Police Department. Chief stated that there were 44 runs during the Fair time, 18 of those were from the Fair. The last day of the Fair was pretty hectic day with car accidents, an OD and we borrowed an ambulance from Somonauk staffed with two of our medics and 1 of theirs. Originally Plano was going to do the football game but they had a rig breakdown. Chief stated that the secretary started doing the Andres and our Tablet comparison, organized older Fire Reports to be filed, comparing the Tablet reports to the paper EMS reports. Chief stated that the Sandwich Police Department will be using the Fire Station to conduct Child Safety Seats on September 24th from 1-4:00 P.M.. The Fire Station Open House will be October 9th, Lifeflight will be landing the helicopter at some point during the Open House. There will be discussions for Inc. to possibly having a chili night during the winter months. In September there will be a Friday night "Have Pizza with a Firefighter!" Chief stated that he will meet with Josh English regarding insurance. Chief stated that the Fair Payroll will be invoiced for next month. Chief will meet with Pastor Paul next week.

8. Executive Session:

Trustee Beverage stated that the meeting is officially in Executive Session for personnel at 7:20 P.M.

9. Trustee Beverage stated that the regular meeting is being reopened at 7:57P.M.

There was a discussion regarding the Chief's Mother. Chief stated that Marc Kuester turned in a letter of resignation. Trustee Beverage made a motion to accept Marc Kuester's resignation, seconded by Trustee Weismiller, Trustee Beverage voted yes, Trustee Weismiller voted yes and Trustee Hyatt voted yes. Chief stated he would like to hire Josh Rupp as a cadet and Calvin Curry as a new recruit. Trustee Beverage made a motion to hire Calvin Curry pending a physical, and Josh Rupp as a cadet, seconded by Trustee Weismiller, Trustee Beverage voted yes, Trustee Weismiller voted yes and Trustee Hyatt voted yes. Chief stated that he would like the Board to consider the pay adjustment for the Assistant Chief Kerry Boring. Trustee Beverage made a motion to adjust the Assistant Chief's pay from \$6000.00 to \$8000.00, seconded by Trustee Hyatt, Trustee Beverage voted yes, Trustee Weismiller voted yes and Trustee Hyatt voted yes. Chief stated that he would like the Board to consider Mike Pruski as Chief of Administrations which is staff position with a salary of \$3000.00. Trustee Weismiller made a motion to hire Mike Pruski as Administrative Chief with a salary of \$3000.00 to be pro-rated from September 13, 2016 from now on, seconded by Trustee Hyatt, Trustee Beverage voted yes, Trustee Weismiller voted yes and Trustee Hyatt voted yes.

Training Requests, Chief has asked that Phil Gruca attend Instructor 1 class at Romeoville Academy at a cost of \$330.00 and Management 1 class at Romeoville Academy at a cost of \$330.00. Trustee Beverage made motion to send Phil Gruca to Instructor 1 and Management 1 with the cost not to exceed \$660.00, seconded by Trustee Hyatt, Trustee Beverage voted yes, Trustee Weismiller voted yes

and Trustee Hyatt voted yes. Chief asked the Board for Turn Out gear (attached). Trustee Weismiller made a motion to purchase Turn Out gear listed \$6004.00 plus shipping, seconded by Trustee Hyatt, Trustee Beverage voted yes, Trustee Weismiller voted yes and Trustee Hyatt voted yes. Chief asked the Board to approve the purchase of Uniform hardware and 12 Polo shirts for a total of \$2745.00. Trustee Weismiller made a motion to purchase the Uniform Hardware and the Polo shirts not to exceed \$2745.00, seconded by Trustee Hyatt, Trustee Beverage voted yes, Trustee Weismiller voted yes and Trustee Hyatt voted yes. Chief asked the Board to approve the purchase of a service award for 45 years for Bill King at a cost of \$446.00. Trustee Weismiller made a motion to purchase the service award for Bill King at a cost of \$446.00, seconded by Trustee Hyatt, Trustee Beverage voted yes, Trustee Weismiller voted yes and Trustee Hyatt voted yes. Chief asked the Board to approve the purchase of replacement computer and monitor (attached) at a cost of \$326.91. Trustee Weismiller made a motion to purchase the computers at a cost of \$326.91, seconded by Trustee Hyatt, Trustee Beverage voted yes, Trustee Weismiller voted yes and Trustee Hyatt voted yes. Chief asked the Board to approve the purchase of 2 new Computers and a second monitor for a total of \$1479.95. Trustee Weismiller made a motion to purchase 2 new computers at a cost of \$1479.00, seconded by Trustee Hyatt, Trustee Beverage voted yes, Trustee Weismiller voted yes and Trustee Hyatt voted yes. Chief asked the Board to approve the purchase of 12 Traffic Wands at a cost of \$360.00 for Rigs 420, 471 and 481. Trustee Weismiller made a motion to purchase 12 Traffic Wands at a cost of \$360.00, seconded by Trustee Hyatt, Trustee Beverage voted yes, Trustee Weismiller voted yes and Trustee Hyatt voted yes.

Adjournment:

Trustee Beverage made a motion to adjourn the meeting at 8:10 P.M., seconded by Trustee Weismiller, Trustee Beverage voted yes, Trustee Weismiller voted yes and Trustee Hyatt vote yes.