

Sandwich Community Fire Protection District
Regular Meeting Minutes

February 13, 2018

7:00 P.M.

Present: Trustee President – Jeff Beverage
Trustee Secretary – Matt Weismiller
Trustee Treasurer – Jeff Hyatt
Chief – Jason Pruski
District Secretary – Jackie Gramme

1. Call to Order / Pledge of Allegiance:

Trustee Beverage called the meeting to order at 7:02 P.M.

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

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

3. Treasurer's Report:

Trustee Hyatt stated that the total cash on hand is \$1,911,120.73 and the total disbursements were \$\$105,879.84, Trustee Beverage made a motion to accept the Treasurer's Report as presented seconded by Trustee Hyatt, 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 from Diane Stilson from Midland State Bank for responding to a couple of alarms. Secretary stated that a patient is asking to have his bill lowered, Trustee Beverage asked the secretary to contact our billing company to be sure that his bill was submitted to all of his covered insurance.

5. Attorney's Report:

None

6. Visitors:

None

7. Executive Session:

None

8. Chief's Report:

Chief stated that the FEMA Grant was submitted, 2 other departments joined in on the grant Bristol Kendall and Lisbon Seward for \$900,000.00 it is called a Regional Grant payable to the vendors. Chief stated that Assistant Chief Boring is writing the Fire Marshall Grant for Turn Out Gear for a possible \$26,000.00. Chief stated that the past month saw 3 big fires one on Elmwood, one in Wildwood and one on Sheridan Blacktop. Chief stated that during the snowstorm there were 3 medics on crew, the city plowed for any calls for the ambulance. The Crown Vic was picked up. The 441 Ambulance is in Hinckley being lettered. Chief met with Alexis to discuss refurbishing Truck 425 and the Tender. Chief stated that all inspections were completed. The quilting ladies are using the meeting room on Saturday February 17th, the Boy Scouts have been occasionally using the meeting room, early voting will be taking place in the station soon, the City will be hosting a class for flaggers and IVVC will have a pancake breakfast in April. Chief stated that the department has been holding some training classes in the Department, Chief stated some guest instructors like Mike Mason from RICO Fire held a presentation, IFSI will be here the 3rd week in February, the Aurora Dive team is coming

out for training because they are the District's first box card for dive calls. Chief stated that the Officers are establishing a couple of committees one will be that Safety Committee regarding standard operating procedures, one will be An SCBA Committee, the bottles will expire in February 2020 regarding testing different bottles and then voting on a brand. Chief stated that the building needs an electrician for some repairs and a painter to finish the ADA work on the building. The Trustees suggested Augustine Painting & Decorating.

Old Business

- 450 Sealed Bids were opened, Trustee Weismiller stated that the first bid is for \$651.00 by Joe Barbic with \$100.00 cash as the down payment, the second is for \$510.00 by Rodney Hampton, the third is for \$600.00 from Ryan Thomas with no 10% down payment as stated in the notice to bidders and the fourth is \$1075.00 from Mike Burgeron with no 10% down payment as stated in the notice to bidders. Trustee Hyatt made a motion to award the bid to Joe Barbic, seconded by Trustee Beverage, Trustee Beverage voted yes, Trustee Weismiller voted yes and Trustee Hyatt voted yes.

- IGA with KenCom, Chief stated that the cost sharing for the new CAD System with the District's cost to be \$2400.00 annually, the first year for the District will be \$2240.96 with the initial buy-in is \$80,000.00 and the District's buy-in is \$4481.92 that can be paid over a few years. Trustee Hyatt made a motion to approve the IGA with KenCom, seconded by Trustee Weismiller, Trustee Beverage voted yes, Trustee Weismiller voted yes and Trustee Hyatt voted yes.

- Chief stated that the final cost for both 441 and 442 ambulances is \$11,350.00 for Fleet Safety Supply, Emergency Concepts, Strypes Plus and Stryker Sales to be taken out Line item # 7012, INC. put in \$3000.00 to Strypes. Trustee Weismiller made a motion to approve the final cost of the ambulances \$11,350.00 out of Capital Outlay # 7012, seconded by Trustee Hyatt, Trustee Beverage voted yes, Trustee Weismiller voted yes and Trustee Hyatt voted yes.

- Chief passed out a new ROG for Fire Plans Examiner / Inspector for the Trustees to inspect.

New Business

Personnel:

- Chief asked the Board to hire two (2) new cadets Blake Sisson and Dylan Bombeck IVVC Fire Science students, Trustee Weismiller made a motion to hire the two (2) new cadets, seconded by Trustee Hyatt, Trustee Beverage voted yes, Trustee Weismiller voted yes and Trustee Hyatt voted yes.

Equipment Purchase Requests:

- Chief stated that the system is requiring that the new drug etomidate must be administered with a Video Laryngoscope at a cost of \$3378.45, the new law requires that all drugs on ambulances be locked in a double lock drug box mounted to the vehicle by September 2018, Chief stated that the cost per box is \$1438.00 each and the District will need three (3) for both ambulances and the Engine. Chief stated that 2 tablets are needed, one (1) for an ambulance and one for the Squad 471 with mounting hardware at a cost of \$5060.65. Chief stated that 700 feet of hose needs to be purchased at a cost of \$3543.00 for a total of \$17,066.10 for all of the purchases to be split between line item #'s 5285, 5230 and 6030. Trustee Beverage stated that the Chief needs to get comparison prices for the Drug boxes. Trustee Weismiller made a motion to approve the purchase of the Video Laryngoscope, the two (2) tablets and the hose for a total of \$11,982.00, seconded by Trustee Hyatt, Trustee Beverage voted yes, Trustee Weismiller voted yes and Trustee Hyatt voted yes. Secretary stated that the offices upstairs is in need of a fax machine two (2) different options are Marco (current copier) can add a fax machine to the printer for a monthly fee of \$30.00 with free toner or a Brother Fax 2840 fax machine purchased through Amazon with the toner cartridge replacement of \$19.99. Trustee Beverage made a motion to purchase the Amazon Brother fax machine, seconded by Trustee Weismiller, Trustee Beverage voted yes, Trustee Weismiller voted yes and Trustee Hyatt voted yes.

Training Requests:

- Chief stated that Assistant Chief Boring wants to attend the Illinois Fire Inspector Conference at a cost of \$100.00. Trustee Weismiller made a motion to approve Assistant Chief Boring attending the Conference, seconded by Trustee Hyatt, Trustee Beverage voted yes, Trustee Weismiller voted yes and Trustee Hyatt voted yes.

Financial:

- Trustee Hyatt stated that First Midwest Bank is offering 1.2964% for a Money Market Account with an initial deposit of \$500,000.00 with a minimum of six (6) withdrawals per month. There was a discussion regarding moving these funds. Trustee Beverage made a motion to transfer \$500,000.00 from Midland State Bank to First Midwest Bank pending the collateralization confirmation with notification of the three (3) counties and Andres Medical Billing Company, seconded by Trustee Hyatt, Trustee Beverage voted yes, Trustee Weismiller voted yes and Trustee Hyatt voted yes.

Donation Check:

- Tabled

Resident Billing Adjustment:

- Secretary to find out if all the resident's insurance has been billed.

Approve Bills for New Ambulances:

- Approval confirmed.

Approve Special Meeting:

- Trustee Weismiller made a motion to approve the special meeting for February 27th at 6:00 P.M. pending the City's approval of the updated Fire Prevention Ordinance, seconded by Trustee Hyatt, Trustee Beverage voted yes, Trustee Weismiller voted yes and Trustee Hyatt voted yes.

Approval for publication request for bids for Contract Emergency Medical Services:

- Chief stated that Attorney Flaherty wrote the legal notice for the paper to be published until March 12, 2018 (attached). Trustee Hyatt made a motion to publish the legal notice, seconded by Trustee Weismiller, Trustee Beverage voted yes, Trustee Weismiller voted yes and Trustee Hyatt voted yes.

Adjournment:

- Trustee Hyatt made a motion to adjourn the meeting at 8:37 P.M., seconded by Trustee Weismiller, Trustee Beverage voted yes, Trustee Weismiller voted yes and Trustee Hyatt voted yes.