

Sandwich Community Fire Protection District

Regular Meeting Minutes

September 11, 2018

7:00 P.M.

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

1. Call to Order / Pledge of Allegiance:

Trustee Beverage called the meeting to order at 7:03 P.M., pledge was recited and Trustee Beverage asked for a moment of silence to honor the victims of 9-11-2001 (911).

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

Trustee Beverage made a motion to accept the previous meeting minutes as presented, seconded by Trustee Hyatt, Trustee Beverage voted yes and Trustee Hyatt voted yes. Chief Pruski asked that the Board approve the reimbursement of a meal expense and parking fee for Tom Distelhurst when he and Zach Morel chaperoned the cadets to the University of Illinois for Fire classes, Trustee Beverage made a motion to approve the reimbursement, seconded by Trustee Hyatt, Trustee Beverage voted yes and Trustee Hyatt voted yes.

3. Treasurer's Report:

Trustee Hyatt stated that the total cash on hand is \$2,104,818.31 and the total disbursements are \$ 62,402.44, Trustee Beverage made a motion to accept the Treasurer's report as presented, seconded by Trustee Hyatt, Trustee Beverage voted yes and Trustee Hyatt voted yes.

4. Correspondence:

Trustee Beverage read a thank you card from Elizabeth Whitney, she thanked the Department for a lift assist.

5. Attorney's Report:

None.

6. Chief's Report:

Chief stated that the District is out of the running for the FEMA grant, the Jeffrey is still in progress at IVVC, some of the crew is at the VFW for 911 ceremonies and also at Johnny K's for a car show, the new Lieutenants are doing a great job, especially Zach Morel has been on top of preparing for Fire Prevention Week, Phil Gruca is the new Quarter Master and will be handling all aspects of the gear, tool maintenance. Morel and Gruca will be handling all the training nights. Chief stated that the Open House will not be a breakfast event instead focusing on show casing the Department with hands on activities for the public, to be possibly held on October 13th. The IDPH inspections are scheduled for Thursday, September 13th. Chief stated that there was a problem with Zoll reporting Patient Care Reports to Andres for billing, so we've had to mail the reports directly to Andres for billing, the EMS crew have started their training for the new report system which will be paperless. Lt. Hagerty has posted sign-up sheets for CPR classes. Chief stated that the Fair this year was quiet with 32 calls in total for the 5 days, the EMS booth was volunteered man hours of a total of 271 hours.

Old Business

- There is no new Trustee
- Ride Along Policy, Trustee Beverage made a motion to approve the Ride Along policy as presented in the last meeting, seconded by Trustee Hyatt, Trustee Beverage voted yes and Trustee Hyatt voted yes.
- Semi Trailer, Chief stated that IVVC wants the trailer vacated from their property.

- Narcotic Security Cabinets, Chief stated that the total amount for the cabinets will be \$4988.00 that is \$188.00 more than what was budgeted for this purchase, \$4800.00 will be taken from line item # 5053 and the remainder \$188.00 will be taken from line item # 5285. (Price Quote attached)
- Meeting night schedule change, Trustee Beverage made a motion to change the monthly meeting dates to the second Thursday of every month starting in November 2018, seconded by Trustee Hyatt, Trustee Beverage voted yes and Trustee Hyatt voted yes.
- Downsizing and replacement for 471/475, this discussion was tabled.

New Business

- Personnel Business:

Chief stated that there is a new Recruit Sara Speerly and no cadets at this time. Trustee Hyatt made a motion to approve the new Recruit, seconded by Trustee Beverage, Trustee Beverage voted yes and Trustee Hyatt voted yes.

- Equipment Purchase Requests:

Chief stated that he wants to purchase wireless headsets from Fleet (Price Quote attached) using some of the refund money from Motorola, Trustee Hyatt made a motion to approve the headset purchase, seconded by Trustee Beverage, Trustee Beverage voted yes and Trustee Hyatt voted yes.

- Training Requests:

Chief asked for Jacob Johns to attend the Advanced Technician Firefighter class at Romeoville Fire Academy for \$550.00, Trustee Hyatt made a motion to approve the ATF class, seconded by Trustee Beverage, Trustee Beverage voted yes and Trustee Hyatt voted yes.

- Midland State Bank CD Maturity:

Trustee Hyatt made a motion to transfer 100% of the CD when it matures on September 26, 2018 to the Money Market account at First Midwest Bank, seconded by Trustee Beverage, Trustee Beverage voted yes and Trustee Hyatt voted yes.

- Approve Final Mortgage Payment:

Trustee Beverage made a motion to approve the payoff of the mortgage, seconded by Trustee Hyatt, Trustee Beverage voted yes and Trustee Hyatt voted yes.

- Approve Presentation Letter for the 2017-2018 District Financial Audit:

Trustee Beverage made a motion to approve and sign the Financial Audit presentation letter, seconded by Trustee Hyatt, Trustee Beverage voted yes and Trustee Hyatt voted yes.

- EMS Billing Rates:

Tabled

- COMED Energy Efficiency Program;

There was a brief discussion regarding the program which includes replacing lights with LED's and adding motion detectors (Proposal attached). Trustee Beverage made a motion to enter the COMED program, seconded by Trustee Hyatt, Trustee Beverage voted yes and Trustee Hyatt voted yes.

- Donation of Safety Trailer:

Tabled.

- Legal Notice for Plowing:

A legal notice for bids to plow Station 1 to be put in the newspaper.

Adjournment

Trustee Beverage made a motion to adjourn the meeting at 7:57 P.M., seconded by Trustee Hyatt, Trustee Beverage voted yes and Trustee Hyatt voted yes.