

Sandwich Community Fire Protection District

Regular Meeting Minutes

November 14, 2019

7:00 P.M.

Present: Trustee President – Jeff Beverage
Trustee Treasurer – Jeff Hyatt
Trustee Secretary – Chuck Fish
Deputy Chief – Nate King
Lieutenant – Derek Hagerty
Administrative Chief – Mike Pruski
Members of Fire Department
District Secretary – Jackie Gramme

1. Call to Order / Pledge of Allegiance

Trustee Beverage opened the meeting and for goes the reciting of the Pledge of Allegiance, there was no Open Forum.

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

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

3. Treasurer's Report

Trustee Hyatt stated that the cash on hand is \$2,513,576.72 and Disbursements total is \$ 62,618.17, Trustee Beverage made a motion to accept the Treasurer's seconded by Trustee Fish, Trustee Beverage voted yes, Trustee Hyatt voted yes and Trustee Fish voted yes.

4. Correspondence

Plano's Chief Widick sent a thank you regarding a vehicle versus hayride assistance, Sharon Rimgale sent a thank you regarding the purchase of Don's memorial bench, Dummer School sent a thank you to Lieutenant Hagerty for providing the children and teachers demonstrations and gifts for Fire Prevention Week. Sandwich Middle School sent a thank you for coming to the aid for their student Andrew who passed away.

5. Attorney's Report

None

6. Fire Lieutenant's Report

Lt. Hagerty stated that public education went great for all of the schools, he has performed 11 car seat installations, everyone helped with all of the assemblies, the winners of the coloring contests were picked up by the ladder truck and taken to school for a day, the students and teachers loved it. Phil Gruca passed his EMT exam and will apply with Metro. Lt. Gruca stated that the ladder and hose testing is complete, there was a discussion regarding a purchase of a thermal imager, a natural gas detector and air pack batteries, Lt. Gruca will come back to the Board with dollar amounts. Deputy Chief stated that Rush Copley will hold a Stop The Bleed class on December 10th at 6P.M. here at the station.

7. Assistant Chief's Report

There was a discussion regarding a retirement celebration for Assistant Chief Kerry Boring, with an axe plaque and snacks. December 3rd is the annual appreciation dinner. Trustee Beverage stated that we can post a special meeting to approve monies for Asst. Chief's retirement celebration.

8. Deputy Chief's Report

DC King stated that there was 1199 calls to date, fire calls are 490 and the rest are ambulance calls. Discussion regarding the WIFI modems for the ambulances will be discussed at the next regular meeting. DC King stated that Asst. Chief's duties have been assigned to others. DC King asked if the firefighters and their families could hold a get-together for Thanksgiving potluck. DC King stated that the estimate for 451 is \$2400.00, Trustee Beverage stated that there should be at least 3 estimates, Trustee Beverage stated that DC King get a total of 3 estimates and present them to the insurance company, in the meantime Trustee Beverage made a motion to approve the \$500.00 insurance deductible, seconded by Trustee Fish, Trustee Beverage voted yes, Trustee Hyatt voted yes and Trustee Fish voted yes.

Old Business

- Air Packs DC King handed a Pros and Cons (attached) he stated that the 3rd grant request has been denied, Trustee Beverage has tabled any motion for the purchase of the SCBA's.
- Resident's request to settle their bill with the District and make payments of \$50.00 per month until it is paid in full, Trustee Beverage made a motion to accept the Resident's request as stated, seconded by Trustee Fish, Trustee Beverage voted yes, Trustee Hyatt voted yes and Trustee Fish voted yes.
- FEMA Grant Tender (attached) Trustees to examine the details for a future vote.
- Rescue Pumper Striping, DC King stated that an estimate from a previous meeting was \$10,200.00 a second bid was from Strypes Plus from Hinckley for \$8070.00, Trustee Beverage made a motion to accept Strypes Plus's bid not to exceed \$8070.00, seconded by Trustee Hyatt, Trustee Beverage voted yes, Trustee Hyatt voted yes and Trustee Fish voted yes.

New Business

- Purchase requests, DC King stated that the District Secretary's computer will no longer be supported by Windows 10, the purchase price for a new computer is \$958.98, to be taken out of Line Item # 6030, it's an HP computer, the tower is \$614.00, the monitor is \$120.00 and Microsoft Security is \$224.99, MCC would transfer everything to the new computer. Trustee Hyatt made a motion to purchase the computer not to exceed \$1000.00, seconded by Trustee Beverage, Trustee Beverage voted yes, Trustee Hyatt voted yes and Trustee Fish voted yes
- Training Requests, DC King requested that Eric Whitecotton and Bridgett Pruski take the Basic Firefighter's Operations class at Waubensee Community College for a total of \$3600.00, Trustee Fish made a motion to approve the Training request, seconded by Trustee Hyatt, Trustee Beverage voted yes, Trustee Hyatt voted yes and Trustee Fish voted yes.
- Personnel, no new personnel.
- Open Meetings Act, explanation is (attached) regarding Open Forum (public comments), Trustee Fish stated that he attended an Open Meetings Training at Kendall County, Trustee Fish made a motion to adopt these rules for Open Forum, seconded by Trustee Hyatt, Trustee Beverage voted yes, Trustee Hyatt voted yes and Trustee Fish voted yes. Trustee Beverage stated that these rules have been adopted November 14, 2019 and do not need to be FOIA'd
- Annual Dinner, DC King stated that the Department would like to use Addante's Catering for \$752.50 with hors d'oeuvre trays purchased at Art's for \$ 170.00 and drinks for a total of \$1100.00, to make a Line Item transfer of 10% due to Chief Pruski's arrangement costs, Trustee Hyatt made a motion to approve the Dinner costs not to exceed \$1100.00, seconded by Trustee Beverage, Trustee Beverage voted yes, Trustee Hyatt voted yes and Trustee Fish voted yes.
- Tax Levy Ordinance, Trustee Beverage tabled the Ordinance until the next regular meeting.
- Fair Payroll, DC King stated that the Fair payroll was included in the bills for the month and was for \$3300.00 which is what was budgeted.
- Snow Plow Contract, Bernie Freiders sent a contract for plowing services for 2019-2020 with the same pricing as last year, Trustee Fish made a motion to accept the contract, seconded by Trustee Hyatt, Trustee Beverage voted yes, Trustee Hyatt voted yes and Trustee Fish voted yes.
- Procurement Policy, DC King stated that at a later date the Trustees might have to take action regarding this policy.

- End of Year Payroll, a Special Meeting will be held on December 3rd to approve payroll and renewal of Insurance Policies.
- Insurance Policies, DC King stated that the Workman's Comp has gone down about \$20.00 (attached) the IPRF is \$20,109.00 and Horton's Commercial Package, Commercial Inland Marine, Commercial Umbrella and Group Life is \$32,664.00. There was a question regarding why the District is paying for Inc.'s Insurance for theft.
- Smoke Trailer, MABAS has asked the District to retain the title and insurance for the smoke trailer and for MABAS to reimburse for the cost of insurance.

Trustee Beverage announced that the Board will enter Executive Session at 8:15 P.M.

Executive Session Adjournment, Trustee Beverage adjourned the meeting at 8:27 P.M.

Trustee Beverage re-opened the Regular meeting at 8:27 P.M., there was a discussion regarding Chief Pruski's bench that had a wrong symbol on it and no decision was made.

Trustee Hyatt made a motion to adjourn the Regular meeting at 8:29P.M., seconded by Trustee Fish, Trustee Beverage voted yes, Trustee Hyatt voted yes and Trustee Fish voted yes.