

North Boone Fire Dist. #3 Board of Trustee's

June 7, 2021 7:01pm

Meeting Minutes

Location: Timberlane Village Office 2940 Charleston Ct, Caledonia IL 61011 meeting called to order at 7:01pm

Present: Glen Guthrie, Lesley Ragland, Shannon Baraconi, Gail Worley (Bob Cassidy – Absent)

Changes to Agenda Order – None

Public Comment: - None

Approval of May 24th minutes

Shannon made the motion to approve 2nd by Gail motion carried with all trustee's voting yes.

Financial Report/Pay Bills as follows:

Glen asked Dave Wiltse questions regarding his payroll/milage. Shannon also asked questions regarding his payroll/milage. Lesley asked Dave Wiltse how you came to his numbers on google maps for milage. Gail made the comment of being treasurer and charging hourly rate and milage. Gail did not think that was fair to the taxpayers.

Shannon received a call from Charlene at the payroll company. No direct deposit for June due to an issue at Solutions Bank. All checks will be paper form and Dan Zaccard is going to pick them up from the CPA office to be passed out at the Association meeting on 6/8/2021.

Shannon made comment of getting more bills in that are not on tonight agenda. If there are some time sensitive bills Chief Zaccard will pay them on his credit card and turn them in to the board at the next meeting.

Itemized expenditures as follows: Discuss and approve David R Wiltse payroll/milage \$339.60 and \$50.40, ratify and approve the following: Per Mar invoice \$714.06, ESO (fire house software) \$1158.75, Bob's Refrigeration \$6131.41, Vector solutions \$2849.92, Nicor \$2721.80, Misc Invoices totaling \$7988.17, state chemical solutions \$560.08, May salaries & payroll to be issued 6/8/21 not to exceed \$24000.00, May OSF Ambulance staffing services not to exceed \$25000.00.

Glen made comment that we would separate Dave Wiltse payroll/milage on a roll call vote by itself. Shannon made a motion to approve Dave Wiltse payroll/milage 2nd by Glen. roll call vote Guthrie-yes, Worley-no, Baraconi-yes, Ragland-yes. Motion carried 3 yes 1 no.

Motion made by Gail to pay the rest of bills on the financial report 2nd by Lesley. roll call vote Guthrie-yes, Worley-yes, Baraconi-yes, Ragland-yes. Motion carried 4 yes 0 no.

Fire Inspector's Report

Craig Wilcox gave an update status on some new buildings and additions. He mentioned the Village of Poplar Grove was adopting building codes 2021 in 2022.

Chief Zaccard: EMS Report, Training report

Steve W reported on haz-mat training. He also reported Dept of Labor requires 4 live burns a year and we have done 2 so far. He is going to set up more trainings. Chief Zaccard reported pump went out of 2141 and needs to be addressed. He also mentioned some tools need to reviewed and fixed/updated. Zaccard presented a new ambulance packet to each Trustee. Zaccard commented on the grant they where still asking for more paperwork. Zaccard also mentioned that he wanted to start hiring for the possible 2nd ambulance. There was discussion on how the District would fund the new ambulance. Zaccard noted that Josie is projecting that we will get 100 percent more revenue than we have in the past because of the old billing service for the ambulance. Gail mentioned that anything over 20k needs to go out for bids. Gail also noted that we needed to put a spec sheet together. There is buying coop that we may be part of that could make it so we don't have to do the bids. There was some more discussion on hiring process and Chief Zaccard wants to hire our own EMT and Medics. Zaccard suggested that we appoint 2 Trustee's to a hiring committee. It was agreed that will appoint 2 Trustee to a hiring committee. It discussed that we need special meeting to pay these new hires and get the 2nd ambulance in motion. Fireworks approved on 8/14 for the village.

Old Business:

Quotes from payroll preparation companies

Need to keep looking for new company no new quotes.

Tentative budget for fiscal year 2021 -2022

Discussed to leave the tentative budget same.

Approval on Training Officer Position Description

Gail and Zaccard still working on it.

New Business:

Discuss file cabinets for trustee office

Gail will get prices on file cabinets.

Approval to Service extrication tools

Gail made motion to approve Sandry Fire supply quote of \$1565.60 to get all extrication tools serviced 2nd by Shannon roll call vote Guthrie-yes, Worley-yes, Baraconi-yes, Ragland-yes. Motion carried 4 yes 0 no.

Discuss and vote on approval to sell Timberlane Village Hall declare surplus property/appraisal info

Still waiting on appraisal. Shannon made a motion to sell and declare surplus property. 2nd by Lesley. roll call vote Guthrie-yes, Worley-yes, Baraconi-yes, Ragland-yes. Motion carried 4 yes 0 no.

Discuss and vote on approval to sell old Caledonia Station declare surplus property/appraisal info.

Glen abstained and turned meeting over to Gail. No appraisal yet. Shannon made a motion to sell and declare surplus property. 2nd by Lesley. roll call vote Guthrie-abstain, Worley-yes, Baraconi-yes, Ragland-yes. Motion carried 3 yes 0 no.

Discussion on purchase or lease of new Ambulance with possible action.

It was discussed to have a special meeting about hiring and the new ambulance on June 21st at the Timberlane Village hall at 7:00 pm Motion made by Shannon and 2nd by Lesley 4 yes 0 no motion carried.

Meeting and introduction of new EMS coordinator Josie Ostler and discussion/approval of Josie's proposals

Josie presented agreement with AMB medical billing if approved they will go back 6 months for Medicare/Medicaid. It will become a percentage rate after they find out how many calls we have. Percentage rates run from 5 to 8%.

Discuss and approve new ambulance billing company.

Lesley made to motion to go with AMB medical billing 2nd by Gail. Motion carried with 4 yes and 0 no

Discuss and approve pay rates for Fire and EMS.

Rates -Fire fighters \$11.00/hr Lieutenant/\$11.75hr Captain/\$12.50hr Asst. Chief /\$13.00hr. Emt's \$12.00/hr Medics \$18.00/hr and that these will be reviewed every 6 months. Motion made by Shannon and 2nd by Gail. Guthrie-yes, Worley-yes, Baraconi-yes, Ragland-abstain. Motion carried 3 yes 0 no.

Date and Time of Next Special Meeting June 21, 2021 at Timberlane Village Hall at 7:00pm

Comments by Trustee's

Celebration of life use of timberlane village hall at no charge

Motion made by Gail to use the hall for celebration of life and 2nd by Shannon 4 yes and 0 no motion carried.

Executive Session: Section 2 c (1) Personnel issues; Section 2 c (11), Section 2 c (5) Setting a price for sale or lease of property.

Action coming out of Executive Session, if any - none

Motion to Adjourn

Gail made a motion to adjourn 2nd by Shannon motion carried with all yes votes. Meeting Adjourned at 8:31pm

Respectfully Submitted by
Lesley M. Ragland
Secretary

