

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

May 24, 2021 7:03pm

### Meeting Minutes

**Location:** Timberlane Village Office 2940 Charleston Ct, Caledonia IL 61011 meeting called to order at 7:03pm

**Present:** Glen Guthrie, Lesley Ragland, Shannon Baraconi, Gail Worley, Bob Cassidy

**Changes to Agenda Order –** None

**Public Comment:** - None

#### Approval of May 17<sup>th</sup> minutes

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

#### Financial Report/Pay Bills as follows:

Shannon stated that she was able to get quick books up and running. Shannon also has it updated.

#### Itemized expenditures as follows:

Ratify and approve nicor bills for the amount of \$2228.06 and \$1004.22, Ratify and approve IL Pubic Risk for the amount of \$1780.00, Ratify and approve bill from Ottosen (legal firm) for the amount of \$2241.95. Also see attached spreadsheet with the minutes. It was discussed to leave the CD in the bank for now.

Gail made a motion to approve 2<sup>nd</sup> by Bob roll call vote Guthrie-yes, Worley-yes, Baraconi-yes, Ragland-yes, Cassidy-yes.

**Chief Zaccard:** Stated they have sheets now for CO calls to leave for residents they cost \$1.00 a sheet. He had no news on the grants at this time.

#### Old Business:

**IL OSHA reports:** It is half done should be done by Wednesday 5/26. Notice has been posted at the station.

#### New Business:

Trustee office space will be the front office at the Timberlane station.

#### Furnace and air conditioner repair at Poplar Grove Station:

1 bid was for \$7797.00 from comfort solutions the other was from Bob's heating an air for \$6131.41 motion was made by Bob to use Bob's heating and air 2<sup>nd</sup> by Lesley roll call vote Guthrie-yes, Worley-yes, Baraconi-yes, Ragland-yes, Cassidy-yes. Motion carried

#### Discuss Training Officer Position Description

Gail and Chief Zaccard will work on this and present it to the board at a different date.

**Discuss sale of former Caledonia Station:**

Glen explained that his current employer was interested in the building so he would not vote or be part of any discussion on the Caledonia station. Glen appointed Gail to conduct the business concerning Caledonia station. It was stated that we should get appraisal on the building. Gail turned the meeting back over to Glen.

**Discuss sale of Timberlane Village Hall**

It was discussed that this building needs to be appraised. Bob made a motion to get them appraised 2<sup>nd</sup> by Shannon all approved with 5 yes.

**Discuss payroll preparation and current company working on it.**

Shannon raised some concerns on the current payroll company. It was discussed that all the trustee's would work on getting quotes from other payroll companies.

**Discuss the budget for fiscal year 2021 -2022**

Shannon provided a lay out of the 2021-2022 (copy to be attached with the minutes) and after some discussion the changes were made. Shannon will have a copy of the revised tentative budget at the station by June 5<sup>th</sup> to be on file for review of interested residents. It was noted that hourly pay for Fire Fighters is as follows. Firefighter \$11.00/hr Lieutenant \$11.75 Captain \$12.50 Asst Chief \$13.00

**Discuss sign on former Caledonia station moving it to new station.**

It was agreed that the fireman would work on doing this.

**Discuss solar panels for new station**

After some discussion Dan Zaccard will look at getting some light switches installed at the new station so some of the lights can be shut off.

**Discuss meeting with new EMS coordinator at a future meeting.**

The Board will invite EMS coordinator Josie Ostler to next board meeting.

**Discuss EMA truck parked at new station**

It was discussed there was no contract for the EMA truck parking at the Timberlane Station.

**Discuss saving gas receipts and having them turned in.**

After the some discussion it was decided to enter the truck number at the fuel pumps instead of using the odometer.

**Discuss renting out halls to the public.**

It discussed we have some work to do before we get going on this. The board decided to form a committee with Shannon and Gail to talk with the Fire Dept Association and our Attorney on this matter. Motion made by Lesley 2<sup>nd</sup> by Bob Motion carried with 5 yes votes.

**Date and Time of Next Regular Meeting June 7, 2021 at Timberlane Village Hall**

**Comments by Trustees:**

Bob made mention he would not be at the next meeting.

**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 2<sup>nd</sup> by Shannon motion carried with all yes votes. Meeting Adjourned at 8:46pm

Respectfully Submitted by  
Lesley M. Ragland  
Secretary