

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

June 21, 2021 7:02pm

Special Meeting Minutes

Location: Timberlane Village Office 2940 Charleston Ct, Caledonia IL 61011 meeting called to order at 7:02pm

Present: Glen Guthrie, Lesley Ragland, Shannon Baraconi, Gail Worley, Bob Cassidy with 9 sign ins.

Changes to Agenda Order

Move Chief Zaccard and FOIA request from Tim Davis to end of the agenda due to Chief Zaccard running late. Motion made by Gail 2nd by Shannon motion carried with all Trustee's voting yes.

Public Comment: - None

Approval of June 7th minutes

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

Pay Bills: Itemized expenditures as follows: approve Ottosen Dinolfo Hasenbalg & Castaldo, LTD. \$1935.00, ratify OSF lifeline \$20188.15 (march), ratify OSF lifeline \$20475.13 (April), ratify OSF lifeline \$22321.28 (may), approve Misc invoices \$4060.00

Motion made by Lesley to ratify the OSF bills 2nd by Gail. roll call vote Guthrie-yes, Worley-yes, Baraconi-yes, Ragland-yes, Cassidy-Yes. Motion carried 5 yes 0 no.

Motion made by Lesley to pay the other bills above 2nd by Gail roll call vote Guthrie-yes, Worley-yes, Baraconi-yes, Ragland-yes, Cassidy-Yes. Motion carried 5 yes 0 no.

Old Business:

Tentative budget for fiscal year 2021 -2022 – No changes to the Budget.

New Business:

OMA request for review – 2020 PAC 65875 from The office of the Attorney General State of Illinois

Remedy to Violations and Ratification to the extent possible from Meeting on November 30th, 2020. Items as follows: Authorize Chief to purchase beds, washer and dryer air compressor and TV's not exceed \$5000.00, Approval of payment to OSF Lifeline Ambulance for November in an amount not to exceed \$23000.00, Status of new Fire Station Rockford Structures reports no punch list items left. Issue of siding for pump house – siding such as now on building: \$4100.00 or Masonry such as now on building: \$11440.00, Set meetings for discussion of landscaping issues in the spring, Establish 2021 meeting dates on the second Monday of the month and authorization of publication thereof, Designate assistant secretary(s) to accept filing of Candidate petitions, time of filing at 305 W. Grove, P.G., Approval of closed session minutes: June 9, June 22, July 6, August 3, and November 4 of 2020.

Motion made by Shannon to ratify all the above expect for the closed session minutes 2nd by Gail roll call vote Guthrie-yes, Worley-yes, Baraconi-yes, Ragland-yes, Cassidy-Yes. Motion carried 5 yes 0 no.

It was discussed that the board would like to read the closed section minutes before approving them.

Motion made by Gail to table the closed session minutes until the board can each read them 2nd by Lesley roll call vote Guthrie-yes, Worley-yes, Baraconi-yes, Ragland-yes, Cassidy-Yes. Motion carried 5 yes 0 no.

Discuss check paying procedure/authority and payroll changes/stipends

Shannon reported that the board did not know that Julie Nelson gets paid \$150.00 per month for ordering supplies and doing copies for the ambulance. Shannon would like a Captain FF to look over payroll before turning into the accountant. Steve Johnson does all the FF payroll and Dan Del Pra does all the payroll for EMS. Gail asked for a list of all the employees that are stipend. Lesley wanted clarify who got stipends on EMS and Fire. A list will be sent to Shannon by Steve Johnson. Payroll is done by the 3rd of the month by S. Johnson for fire. No set date for D. Del Pra on EMS.

Shannon asked to get a 2nd signatory to pay some bills before they are late and occur fees. Motion made by Gail 2nd by Lesley roll call vote Guthrie-yes, Worley-yes, Baraconi-yes, Ragland-yes, Cassidy-Yes. Motion carried 5 yes 0 no.

Appointment of two Trustee's to hiring, staffing committee

Lesley made a motion to appoint Gail Worley and Bob Cassidy with Glen Guthrie as the alternate to the hiring staffing committee. 2nd by Shannon motion carried with all trustee's voting yes.

Discuss and Approve hiring, staffing and to start running 2nd ambulance

Josie reported that right now all EMS dept. are short staff. Right now about 1 EMT and 1 Medic have turned in apps. Lifeline will now staff the same medics at NB3. Looking to hire 10-15 EMT/Medics. Looking at hiring 2-3 Fire Fighters. Gail made a motion hire/staff and get 2nd ambulance running. 2nd by Lesley motion carried with all Trustee's voting yes.

Discussion on purchasing used Ambulance.

Much discussion regarding new or used but No decision made.

Discussion on purchase of 2020 Ford F550 4x4 Demo unit Ambulance for \$367,875.14 with possible action.

More discussion regarding new or used but No decision made.

Chief Zaccard: FEMA asked us to upgrade our amount of the grant. Zaccard is still working on it. It now is going to State of IL. OSHA update addressing 21 items. Ladder test all passed. Hose testing needs to be done. Physical exam of FF needs to be done. Exhaust fans needs to be checked at Station 1. Steve W is taking care of that.

FOIA request from Mr. Tim Davis

Chief Zaccard is working on it and will get it completed.

Date and Time of Next Regular Meeting Tuesday July 6, 2021 7:00 pm at Timberlane Village Hall with a Public hearing on 2021 – 2022 budget at 7:00pm.

Comments by Trustee's

Glen passed out a paper on info for District emails for Trustee's and Officers.

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 8:11pm

Respectfully Submitted by
Lesley M. Ragland
Secretary

