

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

September 7th, 2021 7:01pm

### Regular Meeting Minutes

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

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

**Changes to Agenda Order** - none

**Public Comment:** - none

#### Approval of August 2nd, 2021 minutes and approval of Aug 2<sup>nd</sup> closed meeting minutes

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

**Financial Report/Pay Bills:** Misc invoices \$5,482.01, Ratify Recurring/Regular Monthly bills or prior approval \$39,976.86

Itemized expenditures as follows: Ratify July payroll/payroll tax \$22,357.58, Ratify OSF June service \$22,300.93, Ratify OSF July service \$21,624.26, Comed station 1 \$1,829.89, Village of Poplar Grove \$2,181.66, August salaries/payroll to be issued 9/14 not to exceed \$25,000.00, OSF August service \$22,214.05, Rush power systems \$550.00, Ryan Schmalen \$325.65, FleetPride \$103.40

Glen Guthrie gave the treasurer report due to Shannon being absent. Motion made by Gail and 2<sup>nd</sup> by Bob to approve Financial report and pay bills. roll call vote Guthrie-yes, Worley-yes, Baraconi-absent, Ragland-absent, Cassidy-Yes. Motion carried 3 yes 0 no 2 absent.

**Fire Inspector's Report** – none

**Chief Zaccard:** Stated 2102 had an issue and is out of service. Wants to hold a training with other depts and we would be able to charge these depts for the training. Steve W is working on a couple grants. OSHA stuff is coming together. Chief mentioned that he would like hire an assistant to help write grants.

**EMS Report:** Still working on billing its getting caught up. Staffing is going well and still have a list of things to get new ambulance running. We had 86 EMS calls for August. It was mentioned we still have not seen any payments yet on the billing.

**Training report:** Aug training was SCBA 18 attended Sept will be a live fire training. Working on a advanced firefighter class for maybe Jan or Feb of 2022. Also a VMO class in Nov.

**Committee Reports:** none

**Old Business:**

#### Discussion/possible action on payroll services

We received a quote from Market Dimensions. This is the company Shannon works for so she was going to abstain from voting on this.

Market Dimensions is proposing \$199 a month for all payroll services and year end reports. Speckman is currently charging us \$225 a month. Bob made motion to switch to Market Dimensions Gail 2<sup>nd</sup> roll call vote Guthrie-yes, Worley-yes, Baraconi-absent, Ragland-absent, Cassidy-Yes. Motion carried 3 yes 0 no 2 absent.

#### **Discussion/possible action purchase shirts for EMS and Fire**

We had 3 quotes that were discussed from Stich and Taylor, Twin Towers, and Madhouz. Glen made a motion to order shirts for Trustee's, Firefighters, and Ems from Twin Towers 2<sup>nd</sup> by Bob motion carried with all Trustee's voting Yes.

#### **Discussion/possible action how Holiday's are paid for EMS**

Chief still working on it.

#### **New Business:**

#### **Discussion/possible action Window cleaning service \$360.00**

Discussed that it should be done in house.

#### **Discussion/possible action Ice Machine at Station 1**

Ice box quote to fix it is \$2805.00. It was discussed that the Fire fighter Assoc. would split cost with the board to fix it. Gail made a motion to get it fixed Glen 2<sup>nd</sup> roll call vote Guthrie-yes, Worley-yes, Baraconi-absent, Ragland-absent, Cassidy-Yes. Motion carried 3 yes 0 no 2 absent.

#### **Discussion/possible action Insurance renewal form**

Discussed to raise the medical coverage. Also added accidental death policy to 10k. Gail made motion to add those and approve Insurance renewal 2<sup>nd</sup> by Bob roll call vote Guthrie-yes, Worley-yes, Baraconi-absent, Ragland-absent, Cassidy-Yes. Motion carried 3 yes 0 no 2 absent.

#### **Discussion/possible action Appointing Audit Committee**

Glen made a motion to make Glen, Chief, and Shannon audit committee. 2<sup>nd</sup> by Bob motion carried with all Trustee's voting Yes.

#### **Discussion/possible action New Fire Gear from Dingesfire \$17,609.48**

Per OSHA we needed new gear. Glen made a motion to purchase new gear 2<sup>nd</sup> by Gail roll call vote Guthrie-yes, Worley-yes, Baraconi-absent, Ragland-absent, Cassidy-Yes. Motion carried 3 yes 0 no 2 absent

#### **Discussion/possible action New Applications for Fire Fighter**

Glen discussed with what we have learned from the OSHA audits. We should work on re drafting our applications for Fire fighter.

**Discussion/possible action Jason Vodnansky requesting Trustee pay for the Month of May 2021**

Bob made a motion to decline Jason at this time. 2<sup>nd</sup> by Gail motion carried with all Trustee's voting Yes.

**Discussion/possible action Proposal from NB3 Fire association on hall rental**

The board discussed that were waiting for the Dist. attorney to review it.

**Date and Time of Next Regular Meeting October 4<sup>th</sup>, 2021 7:00 pm at Timberlane Village Office.**

**Comments by Trustee's**

Bob was going to work on water bill with Poplar Grove. Start working on landscape on the 17<sup>th</sup> and 18<sup>th</sup> .  
Talked about getting a flag pole at the new station.

Gail was going to work with Mediacom

Glen mentioned the new emails will be up and running shortly.

**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. (5 ILCS 120/2(c)(6)) Action coming out of Executive Session, if any. - none**

**Motion to Adjourn**

Bob made motion to adjourn 2<sup>nd</sup> by Gail motion carried with all Trustee's voting Yes. Meeting adjourned at 8:20 pm

Respectfully submitted by

Glen Guthrie

President