

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

**October 4, 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, Lesley Ragland, Shannon Baraconi

**Changes to Agenda Order** - none

**Public Comment:** - none

**Approval of September 7, 2021 regular minutes, Sept 7, 2021 special meeting minutes, and Sept 10, 2021 special meeting minutes**

Motion made by Gail to approve all 2<sup>nd</sup> by Bob roll call vote Guthrie-yes, Worley-yes, Baraconi-yes, Ragland-abstain, Cassidy-Yes. Motion carried 4 yes 0 no 1 abstain.

#### **Financial Report**

Shannon gave a financial report on year to date. Motion to approve by Gail 2<sup>nd</sup> by Bob motion carried with everyone voting Yes.

**Pay Bills: Ratify/pay monthly bills \$5775.97, Misc Invoices \$4608.61**

**Itemized expenditures as follows: Breathing air systems \$1160.82, Comed \$1832.15, Public Risk Underwriters(insurance renewal) \$39032.00, Stryker \$14,886.90, Ratify Aug payroll \$20973.59, Sept salaries & payroll not to exceed \$25000.00, OSF staffing not exceed \$25000.00, Kyle Meyers \$1830.00**

Motion made by Bob to pay bills 2<sup>nd</sup> by Lesley roll call vote Guthrie-yes, Worley-yes, Baraconi-yes, Ragland-yes, Cassidy-Yes. Motion carried 5 yes 0 no

#### **Fire Inspector's Report:**

Craig Wilcox gave report it is attached as separate sheet with minutes.

#### **Chief Zaccard: EMS Report, Training report**

Chief gave EMS report radios are on the way for new ambulance. Where expecting \$75k in from ambulance runs. D-29 passed the safety lane. Still has things to be done before ready for service. Training – Trailer burn was done. 10/19 will be forceable entry class. Going to host VMO advance FF class cost is \$2400.00 there will be \$200.00 fee for anyone from other departments. Chief Mentioned the door locks need to be fixed at Station 1. FF served 600 people at breakfast 10/3/21. There will be a officer meeting on 10/12/2021. Health dept will be doing booster shots every Thursday 8:30 am to 3:30 pm. Copier at Timberlane is broke. Most of OSHA paperwork is done. Still working through FF physicals.

## **Committee Reports:**

Audit Committee reported most paperwork is turned in and Audit is due by the end of October.

## **Old Business:**

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

Glen talked with Trustee Attorney and will get a list from him that they would like to be addressed. FF will draft a contract then for us to review.

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

12:01 midnight to 12:00 midnight these holidays will be paid Time 1/2 . Thanksgiving, Christmas eve, Christmas day, New Year Eve, New Year Day, Memorial Day, 4<sup>th</sup> of July, Labor day and Easter. Motion made by Shannon 2<sup>nd</sup> by Gail roll call vote Guthrie-yes, Worley-yes, Baraconi-yes, Ragland-abstain, Cassidy-No. Motion carried 3 yes 1 no 1 abstain.

### **Discussion/possible action Caledonia station sale**

Everything is going well Farm City offered to split survey with the District. Motion made by Shannon 2<sup>nd</sup> by Lesley to spilt survey cost. roll call vote Guthrie-abstain, Worley-yes, Baraconi-yes, Ragland-yes, Cassidy-yes. Motion carried 4 yes 0 no 1 abstain. Motion made by Shannon 2<sup>nd</sup> by Lesley to let Gail Worley sign the contract. roll call vote Guthrie-abstain, Worley-yes, Baraconi-yes, Ragland-yes, Cassidy-yes. Motion carried 4 yes 0 no 1 abstain.

### **Discussion/possible action Timberlane Village Hall sale**

Still working on contract the Church has appraisal, zoning change, survey to get done. Motion made by Bob 2<sup>nd</sup> by Shannon to let Glen Guthrie sign contract and go ahead with a survey on property. roll call vote Guthrie-yes, Worley-yes, Baraconi-yes, Ragland-yes, Cassidy-yes. Motion carried 5 yes 0 no.

## **New Business:**

### **Discussion/possible action Firefighter physical requirements**

Zaccard working on getting a sheet put together for FF so they know what to get for physical. It was brought up that some FF don't have a Doctor. Bob made a motion to pay for any extra cost or the physical itself if FF didn't have a place to go. 2<sup>nd</sup> by Shannon. Motion carried with all Trustees voting yes.

### **Discussion/possible action FOIA status for Tim Davis**

Zaccard informed Mr. Davis OSHA audit was still active and he would get him the docs when it is complete.

### **Discussion/possible action Calibrator for gas meters**

Discussion on where to get them Calibrated the board tabled and Zaccard was going to keep looking for a place.

**Discussion/possible action on Firefighter explorer program**

There was discussion about moving it to a different location. This is due to the OSHA audit. OSHA did like that there was old out dated gear, air packs, face masks laying around the station. OSHA wants us to get rid of it. Frankie and Kevin made it clear they were responsible for getting into the station and taking care of the explorer program. Frankie and Kevin said they would move the gear.

**Discussion/possible action on Ambulances rotating shifts and ambulance staffing.**

Discussion about rotating ambulances turned into personnel and will be discussed in closed session.

**Discussion/possible action New toilets at Station 1**

It was discovered the toilets were leaking at Station 1 causing us \$2000.00 water bills. Motion made by Bob 2<sup>nd</sup> by Gail to replace with commercial toilets. roll call vote Guthrie-yes, Worley-yes, Baraconi-yes, Ragland-yes, Cassidy-yes. Motion carried 5 yes 0 no.

**Discussion/possible action Special meeting to approve audit in OCT.**

Shannon thinks will have to have a special meeting to approve audit at the end of Oct.

**Date and Time of Next Regular Meeting November 1<sup>st</sup>, 2021 7:00 pm at Timberlane Village Office.**

**Comments by Trustee's**

Bob – sprayed, seeded new grass at Station 2 needs to be watered.

Gail – brought up media com proposal

Glen – Church will be meeting Oct 5<sup>th</sup> at Timberlane office

Lesley – Lettering on D-29

Shannon- District emails seem to be working good. Start using them.

**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)(1))**

Motion made by Bob to enter closed session for Personnel issues (5 ILCS 120/2(c)(1)) 2<sup>nd</sup> by Gail roll call vote Guthrie-yes, Worley-yes, Baraconi-yes, Ragland-yes, Cassidy-yes. Motion carried 5 yes 0 no.

Entered Closed session at 8:48 pm.

Bob made a motion to enter back into regular meeting Gail 2<sup>nd</sup> roll call vote Guthrie-yes, Worley-yes, Baraconi-yes, Ragland-yes, Cassidy-yes. Motion carried 5 yes 0 no.

Entered back to regular meeting at 9:39 pm

**Action coming out of Executive Session, if any.**

None

**Motion to Adjourn**

Motion made by Shannon 2<sup>nd</sup> by Gail motion carried with all Trustee's voting Yes.  
Meeting adjourned 9:40 pm

Respectfully Submitted by  
Lesley M. Ragland  
Secretary