

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

April 4th, 2022 7:00pm

Regular Meeting Minutes

Location: Poplar Grove Fire Station #1 305 West Grove St, Poplar Grove, IL 61065 regular meeting called to order at 7:01pm

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

Changes to Agenda Order - none

Public Comment: - none

Approval of March 7th, 2022 regular minutes and March 7th special meeting minutes.

Motion made by Shannon to approve all 2nd by Bob motion carried with all Trustee's voting yes

Approval to approve the closed session minutes on March 7th 2022

Motion made by Glen to approve 2nd by Shannon roll call vote Guthrie=yes, Worley=yes, Cassidy=yes, Baraconi=Yes. Motion carried 4 yes 0 no

Financial Report/Pay Bills: Ratify Monthly Bills \$16876.16, Misc Invoices \$1633.64, Debit Card Purchases \$5680.66

Glen made a motion to pay bills and ratify monthly bills 2nd by Bob. Roll call vote Guthrie=yes, Worley=yes, Cassidy=yes, Baraconi=Yes. Motion carried 4 yes 0 no

Itemized expenditures as follows:2021-2022 FY end Trustee compensation Glen Guthrie \$2250.00 Bob Cassidy \$1500.00 Lesley Ragland \$2250.00 Gail Worley \$2250.00 Shannon Baraconi \$2250.00, Ratify Feb payroll \$30,911.03, March salaries & payroll not to exceed \$40,000.00, March OSF staffing not to exceed \$25,000.00

Shannon made a motion to pay itemized bills 2nd by Gail. Roll call vote Guthrie=yes, Worley=yes, Cassidy=yes, Baraconi=Yes. Motion carried 4 yes 0 no

Fire Inspector's Report: none

Chief Zaccard: EMS Report, Training report

Josie reported we would go live on ESO on May 1st . We will be getting a refund on the CAD system. Hired a new basic in March and will be interviewing another. We are full staffed on Basics. Kevin gave training report did Ice training in March it went well. EMA was there as well. Also had Ice Rescue Tech at New Milford Fire. April 19th live burn.

Committee Reports: none

Old Business:

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

Attorney is still working on contract

Discussion/possible action EMS wage structure

Josie is still working on it.

Discussion/possible action Ambulance funds from leasing company

\$21340.00 was left on lease we will move the Lucas system \$14886.90 and then put the rest towards the payment. Gail will let them know. Motion Made by Bob 2nd by Shannon Roll call vote Guthrie-yes, Worley-yes, Cassidy-yes, Baraconi-Yes. Motion carried 4 yes 0 no

New Business:

Discussion/possible action Debit card procedure and oversight

Glen is going to make expense report sheet that will be itemized and turned in each month with the debit card monthly. If the form is not filled out the credit card will be taken away. Also any purchase of \$1000.00 needs to be texted to Shannon. Glen Made the motion 2nd Bob motion carried with all Trustee's voting yes

Discussion/possible action Items needed for Trustee office/computer

Motion made by Glen 2nd by Gail to approve Shannon to purchase a computer for trustee office. Roll call vote Guthrie-yes, Worley-yes, Cassidy-yes, Baraconi-Yes. Motion carried 4 yes 0 no

Discussion/possible action Budget re-appropriation (if needed)

Nothing needed

Discussion/possible action Trustee office thermostat location/keys

It was discussed that employees where entering a trustee office to adjust thermostat. Bob made a motion to move the Trustee office to P.G. 2nd by Gail motion carried with all Trustee's voting yes

Discussion/possible action Appointment of backup FOIA officer

Bob made a motion to make Gail Worley the back up FOIA officer. 2nd by Glen motion carried with all Trustee's voting yes

Date and Time of Next Regular Meeting May 2nd, 2022 7:00 pm at Poplar Grove Station 1.

Comments by Trustee's

Glen – The Timberlane building closed

Closed 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)) Action coming out of Executive Session, if any. - none

Motion to Adjourn

Motion made by Bob 2nd by Shannon motion carried with all trustee's voting Yes

Meeting adjourned at 7:55 pm

Respectfully Submitted by
Glen Guthrie III
President