

Rochester Fire Protection District

700 East Main Street, Rochester, Illinois

Meeting Minutes

January 11, 2017

I. Call to order

President Suerdieck called to order the regular meeting of the Rochester Fire Protection District at 7:00 p.m. on January 11, 2017 at the Rochester Firehouse.

II. Roll call

Denise Garceau conducted a roll call. The following persons were present: President Suerdieck, Trustee Fairchild, and Trustee Riggs. Trustee Cravens and Trustee Sturdy were absent. Also present was Chief Greg Surbeck. Six members of the public were present.

III. Approval of minutes from last meeting

Meeting minutes from December 14, 2016 were presented. Motion to approve the minutes was made by Trustee Riggs second by Trustee Fairchild. Unanimously approved.

IV. Treasurer's Report

Motion to approve Treasurer's Report by Trustee Fairchild, second by Trustee Riggs. Unanimously approved.

V. Chief's Report

December 16 – Chance Torchia and Blake Deiters completed the Emergency Medical Technician class at Lincoln Land College

December 17 – Shop with kids (10 firefighters) (9 children)

December 28 – T-3 Equipment box

January 3 – Siren test

December Calls:

33 - EMS

7 - Fire (1 Automatic Alarm, 1 house fire, 2 smoke odor, 1 smoke detector, 1 gas burn, 1 furnace motor)

1 - Car accident

41 Total calls

2 Training sessions

2 Special duties

Motion to approve Chief's Report by Trustee Riggs, second by President Suerdieck. Unanimously approved.

VI. Member or Public Comments

None

VII. Old Business

Social Media – Trustee Fairchild has compiled the information but due to Chief Surbeck’s workload it was decided to table it for now.

Participation in events – Trustee Riggs wrote the following statement to be added to the website under the Services tab: “Due to the growing number of requests and time constraints on our staff, RFPD can no longer provide personnel and/or equipment for display purposes only. Public service details shall be acknowledged only for limited civic events sponsored by the Village of Rochester or the Rochester Community Unit School District.

VIII. New Business

A. Floor drains

Clean out for the floor drains for the bay are outside the building. Chief Surbeck would like to add a collar to make the clean out easier. There are 3 drains. Chief Surbeck will get bids.

B. Credit card

Chief Surbeck has requested the Board to obtain a credit card for the department.

Trustee Fairchild makes a motion to obtain a credit card for the department. Second by Trustee Riggs. Unanimously approved.

C. Discuss travel expense policy

The State of Illinois passed Public Act 99-0604. Attorney Jim Sinclair wrote an ordinance to incorporate the new Act and then some. President Suerdieck asked the Board to review it and tabled it till the next meeting.

D. Ventilators

Trustee Fairchild said it was brought to his attention that the two ventilators in the ceiling of the bay have not been repaired. The Board had voted to repair it a few years ago and the work has not been done. Chief Surbeck was asked to get bids to have the ventilators repaired.

Trustee Riggs makes a motion to go into Executive Session Personnel 5ILCS 120/2. Second by Trustee Fairchild. Unanimously approved. Time is 7:18 pm.

IX. Closed Session

7:18 pm Executive Session 5ILCS 120/12 began.

Executive session closed at 7:38 pm.

X. Next Meeting

The regular meeting is re-opened at 7:39 pm. Denise Garceau took roll call. The following were present: Trustee Riggs, Trustee Fairchild and President Suerdieck. Trustee Riggs makes a motion to increase the stipend to \$12 for 2016. Second by Trustee Fairchild. A vote was taken: Trustee Riggs – yes, Trustee Fairchild – yes and President Suerdieck – yes. Motion passes.

Chief Surbeck would like to have a Deputy Chief. He has named John Archer to fill that role. He will start out at \$250/week. Trustee Riggs makes a motion to make John Archer Deputy Chief. Second by Trustee Fairchild. Roll call was taken: Trustee Riggs – yes, Trustee Fairchild – yes, President Suerdieck – yes. Motion passes.

Trustee Fairchild makes a motion to increase the Administrative Assistant's salary 10% retroactive to July 2016. Second by Trustee Riggs. Roll call was taken: Trustee Riggs – yes, Trustee Fairchild – yes, President Suerdieck – yes. Motion passes.

The next scheduled meeting of the board is Wednesday, February 8, 2017 at 7:00 pm.

XI. Adjournment

Motion to adjourn by Trustee Fairchild, second by Trustee Riggs. Unanimously approved. Meeting adjourned at 7:42 pm.

Minutes submitted by: D. Garceau

Minutes approved by: President Suerdieck

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