

# ***Rochester Fire Protection District***

*700 East Main Street, Rochester, Illinois*

## ***Meeting Minutes***

September 13, 2017

### **I. Call to order**

President Riggs called to order the regular meeting of the Rochester Fire Protection District at 7:00 p.m. on September 13, 2017 at the Rochester Firehouse.

### **II. Roll call**

John Fox conducted a roll call. The following persons were present: President Riggs, Trustee Fairchild, Trustee Cravens, Trustee Leonard and Trustee Fox. Also present was Chief Greg Surbeck, Deputy Chief John Archer and Denise Garceau. 3 members of the public were present.

### **III. Approval of minutes from last meeting**

Meeting minutes from the meeting on August 9, 2017 were presented. Trustee Cravens made a motion to approve the minutes, second by Trustee Leonard. Unanimously approved.

### **IV. Treasurer's Report**

Motion to approve Treasurer's Report was made by Trustee Fox second by Trustee Leonard. Unanimously approved.

### **V. Chief's Report**

August 10th – State Fair parade (3 members)  
August 18th - 5" Hose and Ladder testing  
August 20<sup>th</sup> – RUMC recognized for service and show and tell  
August 26<sup>th</sup> – One member started EMT class  
August 28<sup>th</sup> – E-2 returned  
September 5<sup>th</sup> – Siren test  
September 8<sup>th</sup> – Fallen Sailor

August Calls:

32 - EMS  
2 - Car accidents  
5 - Fire (Brush pile, auto alarm, mutual aid (tender), controlled burn, CO)  
39 Total calls

4 Training sessions  
5 Special duty

Engine 2 is back in service. It developed a minor leak in the tank. Quad County representative came down to inspect it. He said it wasn't covered in the warranty. The loaner truck is washed and ready to be returned tomorrow.

Trustee Leonard made a motion to accept the Chief's report, second by Trustee Fox. Unanimously approved.

## **VI. Old Business**

1. Berry station water easement request.

President Riggs spoke to E&J, the company who is putting in the water lines. They are requesting access to run water across the driveway of the Berry station. President Riggs inquired about hooking up the Berry station. E&J said there is no financial gain to do it right now. President Riggs asked E&J to revise the Easement request document with the correct names and address on it. He passed it along to our attorney for review. The attorney returned the document to E&J and we are waiting for their response. Trustee Fairchild asked what is the cost to hook up the station with water. E&J does not do the hook up. It will cost Rochester Fire Dept. \$750 to become a member with E&J and at that point they will schedule it.

2. Accidental & Health Insurance

Trustee Cravens made a motion, second by Trustee Fox to approve the renewal of the Accidental & Health Life Insurance policy for \$3,080.00 with McNeil & Co. Unanimously approved.

## **VII. New Business**

1. Recruitment and Retention

Nothing to report yet.

2. Bulk Water Distribution

President Riggs has been approached about offering a bulk water distribution site on the property as a service to the community. Looking to get input from the Board. Trustee Leonard said he has been approached by community members as well. Trustee Fox stated it would be a service to the community. Trustee Fairchild has some liability concerns. President Riggs will contact the insurance agent and the attorney.

Trustee Cravens made a motion to go into Exec. Session 5 ILCS/120, second by Trustee Leonard. Unanimously approved.

## **VIII Closed Session**

Trustee Leonard made a motion to close the session, second by Trustee Fox. Unanimously approved. The session closed at 7:50 pm and returned to the regular meeting.

## **IX Return to regular meeting**

The regular meeting opened at 7:51 pm. Trustee Fox took roll call: President Riggs, Trustee Leonard, Trustee Cravens, Trustee Fox and Trustee Fairchild are present. Trustee Cravens made a motion to release the minutes from Executive Session on January 11, 2017, March 14<sup>th</sup> and 22<sup>nd</sup>, 2017 and December 14, 2016, second by Trustee Fox. Unanimously approved. Trustee Cravens made a motion to keep the Executive Session minutes from February 8, 2017 and April 11, 2017 closed, second by Trustee Fox. Unanimously approved. President Riggs made a motion to increase the salary of the Admin. Assistant \$1/hour effective next pay period, second by Trustee Leonard. Unanimously approved. Trustee Leonard made a motion to increase the Chief's salary 5% effectively immediately, second by Trustee Fox. Unanimously approved.

## **X. Upcoming Meeting**

The next scheduled meeting of the board is Wednesday October 11, 2017.

**XI. Adjournment**

Motion to adjourn by Trustee Cravens, second by Trustee Fairchild. Unanimously approved. Meeting adjourned at 7:56 pm.

Submitted by John Fox, Secretary

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