

Rochester Fire Protection District
700 East Main Street, Rochester, Illinois
Meeting Minutes

March 11, 2020

I. Call to order

President Pro Tem Leonard called to order the Regular Business Meeting of the Rochester Fire Protection District at 7:00 p.m. on March 11, 2020 at the Rochester Firehouse.

II. Pledge of Allegiance

III. Roll call

Trustee Secretary Fox conducted roll call. The following Board members were present or absent: President Riggs was **absent**, Trustee Treasurer McBride; **absent**, Trustee Secretary Fox; **present**, Trustee Fairchild; **present**, Trustee Leonard (President Pro tem); **present**. Also present was Chief Archer.

IV. Review and Approval of the Minutes from the last Regular Meeting:

A corrected copy of the previous meeting of February 12, 2020 was not printed for the meeting. The reproduction of that copy will cause a delay in the meetings proceeding. Trustee Leonard as acting President Pro tem asked that they be tabled and be presented at the next Regular Meeting and be approved at that time. There was no further discussion or disagreement.

V. Treasurer's Report

Trustee Leonard as acting President Pro tem stated that he had received notification from Trustee Treasurer McBride that afternoon that he had a family urgency of which he needed to attend to and would be unable to attend the Board Meeting. Trustee Leonard unable to review and prepare a presentation of the Treasures Report also due to a family urgency requested that the report also be presented and approved at the next month's meeting. No discussion was requested.

VI. Chief's Report

Presented by Chief Archer;

February 16 3 Members of RFPD participated in the "Fight for Air" climb at the Wyndham Center Springfield to represent the RFPD

February 20 Chief Archer met with the engineering firm regarding the new east side developments along Cardinal Hill Road to review construction schedule and structures.

February 26 The ZOLL Cardiac Monitor arrived. Currently in-service training is being conducted before placing into service.

February 28 Chief Archer met with the Office of the Fire Marshall to review new construction and structure plans for the east side developments.

February 29 Staff met with "Operation Home Town Santa" committee regarding Fall Festival Details

March 1-2 Apparatus committee met with builder for pre-construction meeting at the manufacturing facility

(Chiefs Report Cont.)

February Calls:

29 EMS
5 Fire
34 Total responses

4 Training Sessions

3 Special Duties

Trustee Leonard inquired to Chief Archer as to any special precautions being taken for the Covid 19 Virus; Chief Archer responded that they were following almost daily update from the Sangamon County Public Health Department as well as the Center of Disease Control. All Responders have been issued N-95 masks. Dispatchers are also providing additional information as to the possible hazard to responding personnel. Chief Archer also advised that ALL members are being educated constantly as to new developments or hazards they may be confronted with.

Motion was made by Trustee Secretary Fox to accept the Chiefs Report as read and seconded by Trustee Fairchild. No discussion requested, motion was passed by unanimous vote.

VII. Old Business

Non noted or requests for discussion

VIII. New Business

1. Approval /Authorization of Purchases:

Trustee Fairchild noted that after reviewing expenditures and “The Fire Protection Districts Act” that he felt The Rochester Fire Protection District has a possible conflict of interest with a vendor and cannot approve any expenditure until the board makes a resolution on that. Trustee Fairchild went on to state “I feel a crime has been committed and we need to report it to the proper authorities.” Trustee Leonard inquired as to what “crime” was committed and Trustee Fairchild stated “conflict of interest.” Trustee Fairchild continued stating that there was not a problem previously but voiced concern when the members appointment was made. President Pro tem Trustee Leonard pointed out that there has since been several purchases reviewed and approved up until this point and there had been no question. Trustee Leonard went on to say that if an error was committed on the Fire Protection Districts side, it will be corrected.

President Pro tem Leonard stated that he did not feel that the matter was in criminal intent and that it would be brought to the Fire Protections Districts Attorney for review and recommended.

2. Storage Units

Trustee Fairchild while attending a recent Villages Planning and Zoning Commission meeting at the Village Hall and was made aware that storage units were going to be constructed behind the Fire House. Trustee Fairchild was concerned that there may be “some misunderstanding” as to use curve cuts south of the Departments parking lot. Discussion with the Villages Attorney was made about the size and location of the curve cuts and the Fire Departments possible needs for apparatus accesses. The Village Architect stated that he had spoken with the Fire Chief and there were no conflicts. Trustee Fairchild stated that he felt there was a need for the Board to have some discussion over it.

Trustee Leonard voiced that he would like to wait until President Riggs returned at the end of the month and the Board would make a decision on the need for a possible survey. Trustee Leonard went on to say

he would be speaking with the Villages Manager concerning the project and report on his findings next month.

IX. Motion For Closed Session:

No need for closed session;

X. Member or Public Comment:

Public member questioned if the outer foyer was open to the public 24/7; Chief Archer informed that it was.

Public member that had previous questions concerning meeting day and times; Clarification was made by Trustee Secretary Fox as to the 2020 schedule approval being made two meetings prior and posted in the foyer and will be placed on the web site. Also other "Policy and Procedure" updates and revisions are currently being addressed and modified where needed. Public member had additional questions and concerns which President Pro tem Leonard requested that he submit by email and they will be addressed by President Riggs on his return.

XI. Adjournment

Motion was made for adjournment by Trustee Secretary Fox and second by Trustee Fairchild, all voted in favor. Next Regular Meeting will be at 7:00 pm on Wednesday April 8th, 2020 at the Rochester Fire House.

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