

# ***Rochester Fire Protection District***

700 West Main Street, Rochester, Illinois

## ***Meeting Minutes***

January 12, 2009

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

President Patterson called to order the regular meeting of the Rochester Fire Protection District at 7:00 p.m. on January 12, 2009 at the Rochester Firehouse, Rochester, Illinois.

### **II. Roll call**

Trustee Wulf conducted a roll call. The following persons were present: Trustee Cravens, Trustee Day, President Patterson, Trustee Keafer, Trustee Wulf, Chief Poffenberger, Captain Mike Hamilton, Attorney Beeman, and Administrative Assistant Linn Downey. Thirteen members of the public were also present.

### **III. Closed Session**

Motion was made by Trustee Keafer, second by Trustee Day to enter Closed Session at 7:01 p.m. Closed Session ended at 7:14 p.m.

### **IV. Action, if any, in connection with discussion conducted during Closed Session**

No Action.

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

Meeting minutes from November 10<sup>th</sup> were presented. Motion to approve by Terry Day, second by Tim Cravens. Unanimously approved.

Meeting minutes from December 8<sup>th</sup> were presented. Motion to approve by Terry Day, second by Patt Patterson. Unanimously approved.

Meeting minutes from December 9<sup>th</sup> were presented. Motion to approve by Patt Patterson, second by Tim Cravens. Unanimously approved.

Meeting minutes from January 5<sup>th</sup> were presented. Motion to approve by Patt Patterson, second by Don Wulf. Unanimously approved.

### **VI. Approval of Treasurer's Report**

Treasurer's report was presented; Balance Sheet as of January 12, 2009, Profit and Loss from December 8 – January 12, 2009 and June 1 – January 12, 2009. Motion to approve was given by Don Wulf, second by Mike Keafer. Unanimously approved.

### **VII. Committee Reports**

- A) Building & Grounds presented by Trustee Keafer.
  - 1. Trustee Keafer provided the status of current projects. Lights have been put on photo cell control, new fuel light installed, and the pole lights are done.
  - 2. B & B Electric has voided the previous bill they sent for the exit light work.
  - 3. Mike Williams has sent a synopsis of furnace issues.
  - 4. Canham Graphics will have a price in a couple of days for the logo in the foyer and rails for pictures.
  - 5. The appointment with the Secretary of State to review our records has not yet been scheduled. Mike to look into whether or not they have an archive for our records.
  - 6. The amplifier has been repaired and is working. Cost of repair was \$98.28 versus the \$400 - \$500 it would have been to replace.
- B) Personnel presented by Trustee Wulf
  - 1. Review on Linn Downey completed. Motion to increase her hourly rate by \$1.00 per hour by Trustee Cravens, second by Trustee Day. President Patterson states the 7.7% increase is high and above what is normal. Aye – 4, Opposed – 1. Motion passes.
- C) Policy & Procedure presented by Trustee Day
  - 1. There was a Policy & Procedure meeting on January 6<sup>th</sup>, 2009. Some rearranging and editing has been done. Randy Romadka is working on getting it retyped and organized. Will have completed by next board meeting.

### **VIII. Chief's Report**

- A) Chief's Report is presented
  - 1. The EMT-B class has 14 still enrolled and 8 of those are our members
  - 2. We are continuing the Cornerstone Program through the Illinois Fire Service Institute. We had a Fireground Management class last weekend. 13 members of our members attended and 2 from other departments. We are having a Cause & Origin class at the end of February.
  - 3. We are continuing to look into how to make female firefighters feel more accepted while at work and to get more female firefighters involved in the department.
  - 4. We have talked to Lincoln Land Community college about sponsoring a paramedic course in Rochester as a satellite program. If approved, it will start in May 2009.
  - 5. The Pediatric Education for Pre-Hospital Professionals class that is required through the regional hospitals is scheduled for a weekend in February 2009. This is in conjunction with our EMT-B class.
  - 6. We had our first Explorer Scout meeting, 5 – 6 people are interested. We are looking into how to expand this program.
  - 7. Calls from last month:

<b>STRUCTURE</b>	<b>0</b>
<b>BRUSH</b>	<b>0</b>
<b>ALARM-Still</b>	<b>3</b>
<b>VEHICLE</b>	<b>2</b>
<b>MISC</b>	<b>5</b>
<b>FIRE TOTALS</b>	<b>10</b>
<b>10-50 PI (Wreck)</b>	<b>4</b>
<b>MEDICAL CALL</b>	<b>21</b>
<b>MED TOTALS</b>	<b>25</b>
<b>RESPONSE TOTALS</b>	<b>35</b>
<b>FIRE TRAINING</b>	<b>2</b>
<b>MED TRAINING</b>	<b>1</b>
<b>TRAINING TOTALS</b>	<b>3</b>
<b>MANDATORY</b>	<b>0</b>
<b>PUB SRV/DETAILS</b>	<b>2</b>

- B) Mike Hamilton presented proposal for two new desktop computers, Dell Inspiron 530 for \$2,076.00. Motion to purchase, allocating one to training and one to administration by Trustee Keafer, Second by Trustee Day. Unanimously approved. Trustee Wulf mentions to keep more computer purchases in mind when doing the budget next year.
- C) Sangamon County Fire Chief Membership dues are to be paid at a cost of \$40.00.
- D) Motion to increase the dollar amount on the debit Visa card to \$1,000.00 by Trustee Wulf, second by Trustee Day. Unanimously approved.

**IX. Member or Public Comments**

None.

**X. New Business**

- A) Proposal to purchase a Pitney Bowes postage meter presented. More information is needed, Linn to contact the local sales representative.
- B) Mike Keafer presents a proposal to name a Public Information Trustee. Motion to table discussion until next month by Trustee Wulf, second by Trustee Cravens. 4 – Aye, 1 – Opposed. Motion passes.

**XI. Old Business**

Old pagers, Mark has about 10 left and is trying to find people who need them.

**XII. Next Meeting**

The next regularly scheduled meeting of the board is February 9, 2009 at 7:00 p.m.

**XIII. Adjournment**

Motion by Trustee Wulf to adjourn the meeting, second by Trustee Cravens.

Unanimously approved. Meeting adjourned at 8:23 p.m.

Minutes submitted by: Linn Downey

Minutes approved by: Don Wulf, Secretary