

# ***Rochester Fire Protection District***

700 West Main Street, Rochester, Illinois

## ***Meeting Minutes***

May 11, 2009

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

President Patterson called to order the regular meeting of the Rochester Fire Protection District at 7:03 p.m. on May 11, 2009 at the Rochester Firehouse, Rochester, Illinois.

### **II. Roll call**

Linn Downey conducted a roll call. The following persons were present: Trustee Day, President Patterson, Trustee Keafer, Trustee Cravens, Chief Poffenberger, Deputy Chief Romadka, Attorney Bruce Beeman, and Administrative Assistant Linn Downey. Trustee Wulf was absent. Twenty-three members of the public were also present.

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

Tabled as Trustee Wulf was absent

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

- A) Treasurer's report was presented. Motion to approve by Trustee Keafer, second by Trustee Day. Unanimously approved.
- B) Items in the budget need moved around. \$10,000 increase for Administrative Expenses, \$12,000 increase for Fire Equipment, \$5,500 increase for Building Repairs, \$1,000.00 increase for Building Maintenance, \$5,000 increase for insurance, and \$33,500 decrease in Emergency Apparatus. Motion to approve by Trustee Cravens, second by Trustee Keafer. Unanimous approval.

### **V. Committee Reports**

- A) Building & Grounds presented by Trustee Keafer.
  - 1. Heart has worked on the alarm system and provided us a proposal for software.
  - 2. The issue with the lights in the bay has been corrected.
- B) Personnel presented by Trustee Wulf
  - 1. Skipped, Trustee Wulf absent
- C) Policy & Procedure presented by Trustee Day
  - 1. No new requests have been received for changes to the SOP.
  - 2. Trustee Day is working on the Travel Reimbursement Policy. Any suggestions should be directed to him and discussed and the next meeting.
- D) Web Committee presented by President Patterson
  - 1. Dennis Cave has proposed a fee of \$1,100 - \$1,500 to get the department's website up and running.
  - 2. The cost would be for next budget year and would take 6 – 8 weeks to complete. The target date for completion is July 1, 2009.

- Motion to proceed with Dennis Cave creating and designing the department website for \$1,500 or less by President Patterson, second by Trustee Cravens. Unanimously approved.

## **VI. Chief's Report**

- Tanker specifications for the revolving truck loan are being completed to be sent to companies for bids.
- The paramedic program has been accepted to be held at RFPD starting June 9, 2009. Three of our members are enrolled.
- Memorial Medical Center Foundation grant has been applied for. The grant is for supplies for the Paramedic Education program and training all of our members throughout the year.
- Success of the EMT – B Class – 13 people took the class, 12 passed. 10 took the state test and all 10 passed. One is still going to take the state test in June when she turns 18. One moved away. Congratulations to Mike Hamilton and all the students for their hard work.
- Illinois Public Risk Fund grant that was discussed a couple of months ago. We received a \$500 check for reimbursement for the safety vests. Which left \$264.83 that the department had to cover.
- Office of the State Fire Marshall tuition reimbursement program, we will be receiving a check for \$60.62 in reimbursement for one of the classes a member took. \$328 in tuition, total claims were \$164 we received a payback of \$60.62.
- Assistance to Firefighter Grants are due next week, we are going to look at the vehicle side of the grant for a 75 foot arial quint and on the equipment side we are looking for monitors defibrillators.
- Tuition Reimbursement Program: We have submitted a plan to the board for them to review.
- Calls from last month

		<b>Engine 3</b>
<b>STRUCTURE</b>	<b>0</b>	
<b>BRUSH</b>	<b>1</b>	
<b>ALARM-Still</b>	<b>1</b>	
<b>VEHICLE</b>	<b>2</b>	
<b>MISC</b>	<b>4</b>	
<b>FIRE TOTALS</b>	<b>8</b>	
<b>10-50 PI (Wreck)</b>	<b>1</b>	
<b>MEDICAL CALL</b>	<b>19</b>	<b>0</b>
<b>MED TOTALS</b>	<b>20</b>	<b>0</b>
<b>RESPONSE TOTALS</b>	<b>28</b>	<b>0</b>
<b>FIRE TRAINING</b>	<b>2</b>	
<b>MED TRAINING</b>	<b>4</b>	

<b>TRAINING TOTALS</b>	<b>6</b>	
<b>MANDATORY</b>	<b>0</b>	
<b>PUB SRV/DETAILS</b>	<b>2</b>	

**VII. Member or Public Comments**

Kathryn Dinardo, John Fox, Pam Bruzan, and Deb Landis address the board individually.

**VIII. New Business**

- A) Motion to approve Clean as a Whistle do carpet spot cleaning for \$100.00 by President Patterson, second by Trustee Cravens. Unanimous approval.
- B) Motion by Tim Cravens to adopt ordinance 2009-RFPD-1, second by Patt Patterson. Voice vote: Patterson – Yes, Cravens – Yes, Keafer – Yes, Day – Yes. Motion passes.

**IX. Old Business**

- A) The old pagers are gone.
- B) Tentative Budget is prepared.

**X. Closed Session**

Motion was made by President Patterson, second by Trustee Cravens to enter Closed Session in regards to litigation matter, 5 ILCS 120/2(c)(11) WEST 2006 and Personnel matter 5 ILCS 120/2(c)(1) WEST 2006 at 8:05 p.m. Regular session resumed at 8:55 p.m.

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

- A) Motion by Terry Day to have Bruce Beeman write charges on Justin Weaver for refusing two direct requests of the board, second by Patt Patterson. Unanimous approval.

**XII. Next Meeting**

The next regularly scheduled meeting of the board is June 8, 2009 at 7:00 p.m.

**XIII. Adjournment**

Motion by Trustee Cravens to adjourn the meeting, second by Trustee Keafer. Unanimously approved. Meeting adjourned at 8:56 p.m.

Minutes submitted by: Linn Downey

Minutes approved by: Don Wulf, Secretary