

MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
OF THE ROCHESTER FIRE PROTECTION DISTRICT

On the eighth day of June, 2022, the regular meeting of the Board of Trustees of the Rochester Fire Protection District was held at 7:00 p.m., pursuant to notice, 700 East Main Street, Rochester, Illinois. In attendance were the Trustees of the District: Trustee Fairchild, Trustee Ritterbusch, Trustee McBride and Trustee Romadka. Trustee Spurgeon was absent. The Chief, John Archer, was also present as were members of RFPD and the Public.

The first order of business was the taking of the roll call. All Trustees present, with the exception of Rob Spurgeon, and a quorum was established.

The next item of business was the Review and Approval of Minutes from May 11, 2022, Regular Meeting Minutes and May 25, 2022, Special Meeting Minutes. A motion was made by Trustee Romadka to approve the May 11th minutes and seconded by Trustee Spurgeon. Polled the Board and all in favor with Trustee Ritterbusch voting present. A motion was made by Trustee Ritterbusch to approve the May 25th minutes and seconded by President McBride. Polled the Board and all in favor.

The next item of business was the Treasurer's Report. A motion to accept the report by President McBride and seconded by Trustee Ritterbusch. Polled the Board and all in favor.

The next item of business was the Chief's Report.

May 12 — Chief met with alarm contractor to review and authorize changes for new residences at Cardinal Hill Apartments fire alarm project.

May 17 — Illinois Department of Labor and IL OSHA inspections were conducted at RFPD. Chief, Captain Sunderland and FF/EMR Reim assisted. Overall, our agency was reviewed for training records, equipment readiness, PPE inspections and personnel accountability. Comments from inspectors were that our agency was very efficient, has effective training programs and is in very good condition compared to other departments within the state. A final report will be sent detailing the findings in the near future.

May 20 — RFPD donation of surplus SCBA units to Capital Area Career Center were delivered and meetings with CACC staff were held to present the equipment. Chief, FF/EMT Torchia and FF Reyna assisted.

May 21 — RFPD assisted in escorting the boys and girls track team back after their wins at state competition.

May Calls:

- 38 EMS
- 15 Fire
- 4 Training Sessions
- 3 Special Duty

A motion to accept the Chief's Report was made by Trustee Romadka and seconded by Trustee Ritterbusch. Polled the Board and all in favor.

The next item of business was Old Business.

1. Discussion of Policies and Procedures. Deputy Chief Polley and Counsel David Livingstone will continue to work on Policies and Procedures, will update the Board with input from the Board and continue to move forward.

2. Discussion/Approval of Disposal of Surplus/Expired Items. FF/Paramedic Gilley updated the Board on surplus equipment and supplies to be donated to LLCC Career Center. The supplies consisting of a Phillips Heart Monitor with support equipment and a variety of EMS supplies that are expired but could be used for training purposes. After a brief discussion and advice from Counsel David Livingstone to create a Bill of Sale for the items being donated to keep all sales, etc. of the community's property in a consistent practice. A motion was made by President McBride and seconded by Trustee Ritterbusch. Polled the Board and all in favor.

3. Closed Session if Needed to Discuss and Release to the Public Closed Session Minutes for 10/6/2021 and 12/7/2021 in Accordance with 5 ILCS 120/2(c)(21).

4. Release of October 6, 2021 and December 7, 2021, Closed Session Minutes. A motion to release the Closed Session Minutes to the Public was made by Trustee Romadka and seconded by Trustee Ritterbusch. Polled the Board and all in favor.

The next item of business was New Business.

1. Approval/Authorization of Purchases. A motion to approve by President McBride and seconded by Trustee Romadka. Polled the Board and all in favor.

2. Discussion/Action on a CD at the Rochester Bank and Trust that has Matured. A CD has matured at the Rochester Bank and Trust in the amount of \$29,458.89. The Rochester Bank and Trust has an interest rate of .45%. American Bank of Missouri is paying .85% for 36 months. After a brief discussion, Trustee Romadka motioned to move the CD to the American Bank of Missouri and seconded by Trustee Ritterbusch. Polled the Board and all in favor.

3. Discussion/Approval of Signing Minutes, Past, Present and Future. With input from Counsel David Livingstone, the Board decided to sign the meeting minutes this meeting and moving forward. A motion to accept was made by Trustee Romadka and seconded by Trustee Ritterbusch. Polled the Board and all in favor.

4. Discussion/Approval of 2022-2023 Preliminary Budget. After an overhead projector presentation by President McBride and input from the Board, the Chief and several members of RFPD, there were changes made to the preliminary budget with more discussion before the final approval at the July Board meeting.

5. Discussion of Receipts and Expenses to Date vs. Budget Report. President McBride and the Administrative Assistant are working on a budget tracking process to help the Department stay on track with the budget.

The next item of business was Member or Public Comment. A member of the public asked about the disposition of the old radios when the new system is implemented. Chief Archer stated that not enough is known about how the new system will work with the old radios, but will probably keep some of the old radios around for a while as a "Plan B".

The next order of business was Announcements. President McBride asked the Board to sign the May meeting minutes. The next regular Board meeting will be held Wednesday, July 13, 2022, at 7:00 p.m. President McBride asked for a motion to adjourn. Trustee Romadka motioned and seconded by Trustee Ritterbusch. Polled the Board and all in favor,

There being no further, or other, business to come before the meeting, upon motion duly made, seconded and unanimously approved, the meeting was adjourned at 8:04 p.m.

Secretary

APPROVED:

Being all of the Trustees of the
Rochester Fire Protection District

