

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

On the eighth day of February, 2023, 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 McBride, Trustee Spurgeon and Trustee Johnson. The Chief, John Archer, was also present as were eight members of the Department and seventeen members of the Public.

The first order of business was the taking of the roll call. All Trustees present and a quorum was established.

The next item of business was Review and Approval of Minutes from December 28, 2022, Special Meeting. Closed Session if Needed to Approve Closed Session Minutes in Accordance with 5 ILCS 120/2(c)(21). Review and Approval of Minutes From January 11, 2023, Regular Meeting. President McBride stated he felt his remarks in the Public Comment Section of the January 11th minutes were incorrect. Trustee Fairchild stated that President McBride could email Trustee Fairchild the proposed changes. Both, December 28, 2022, and January 11, 2023, minutes were tabled.

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

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

January 16 — RFPD hosted Boy Scout Troop #1 at the station for Fire safety and first aid awareness presentation.

January 23 — RFPD presented Basic 1st Aid and Fire Safety to Girl Scout Troop at the station.

January 24 — RFPD hosted the quarterly MABAS 48 and Sangamon County Chief's meeting at the station .

January 25 — Chief met with Red Cross Representative to discuss the Red Cross Smoke Alarm program to implement in the District.

January 30 — RFPD has accepted three new Probationary Members to the roster.

January 30 — RFPD accepted a third person into the Junior Firefighter program.

January Calls:

40 EMS  
7 Fire  
4 Training Sessions  
1 Special Duty

President McBride informed the Board that Chief Archer contacted him about making repairs to Squad 3. The amount was over the limit. Since the unit was out of service, President McBride authorized Chief Archer to make the necessary repairs. Motion to

accept the Chief's report made by Trustee Johnson and seconded by Trustee Spurgeon. Polled the Board and all in favor.

The next item of business was Old Business.

1. Discussion/Approval of Procedures for Handling the Minutes after the Board Meetings. After discussion and input from Attorney Jim Sinclair, Trustee Fairchild will transmit the approved meeting minutes to the Administrative Assistant for the record and any other appropriate dissemination.

The next item of business was New Business.

1. Approval/Authorization of Purchases for the Month. Motion to approve purchases made by Trustee Johnson and seconded by Trustee Spurgeon. Polled the Board and all in favor.

2. Discussion/Approval of Hose and Ladder Testing Proposal. A motion by President McBride to use National Hose Testing, Inc. Amount not to exceed \$5,000.00 dollars. Seconded by Trustee Johnson. Polled the Board: Trustee Johnson...YES; Trustee Spurgeon...NO; Trustee McBride...YES; Trustee Fairchild...YES. Motion passes.

3. Discussion/Approval of FY23 Capital Expenditure Plan. Motion to accept Capital Expenditure Plan by Trustee Johnson and seconded by Trustee Spurgeon. Polled the Board and all in favor.

4. Discussion/Action Amending the Surplus Equipment Policy. After much discussion and input from Attorney Jim Sinclair, President McBride stated that he would work on the policy and bring it up at the next Board meeting.

5. Discussion/Action on Policy to Contact the Attorney. After some discussion and input from Attorney Jim Sinclair, President McBride said that he would put some policy proposals together for the Board to consider at the next meeting.

The next item of business was Member or Public Comment. Public members offered some suggestions on the surplus equipment policy which created some more discussion surrounding the surplus generators. After some positive interaction between the public and the Board, the comments moved on. FF/EMT Trader informed the Board that the District website is up and running and has been for quite some time. Mr. Trader also stated that if he is supplied with the approved meeting minutes in a duly and timely manner, there will be no issues with posting them on the District's website. A member of the public informed the Board that there is an on-line auction service that could be taken advantage of to dispose of surplus equipment and supplies. A public member addresses the Chief and the members of the department on assisting her 95 year old mother-in-law and wishes to thank them for their dedication and professionalism. A public member inquired about getting a bill list from the District's legal firm. President McBride informed the public member to send him an email so he could comply. The same public member suggested that the meeting minutes be given to Nick Trader within 10 days after approval and then she wondered why her request for past meeting minutes came from the attorney's firm and not Trustee Fairchild. Attorney Jim Sinclair informed the public member that it is recommended that FOIA requests be handled by the Board's attorney. Another public member asked if it would be

appropriate to post the approved meeting minutes in the Firehouse foyer right after the meeting. Attorney Jim Sinclair stated that would be appropriate if that is what the Board decides to do.

The next item of business was Announcements. The next regular meeting will be held Wednesday, March 8, 2023, at 7:00 p.m. A motion for adjournment by Trustee Johnson and seconded by Trustee Spurgeon. 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 8:18 p.m.

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Secretary

APPROVED:

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Being all of the Trustees of the  
Rochester Fire Protection District