

**SPRING GROVE FIRE PROTECTION DISTRICT  
BOARD OF TRUSTEES  
MONTHLY MEETING MINUTES-TUESDAY OCTOBER 18, 2016  
7:00 PM**

1. CALL TO ORDER                      **TIME 7:00** \_\_\_\_\_                      PRESIDENT RUSHER
  
2. ROLL CALL                              PRESENT                              SECRETARY D. KATTNER  
    L. Rusher                              **Y** \_\_\_\_\_  
    E. Kattner                              **Y** \_\_\_\_\_  
    D. Kattner                              **Y** \_\_\_\_\_  
    H. Petska                              **Y** \_\_\_\_\_  
    P. Tierney                              **Y** \_\_\_\_\_  
    R. Curran, Atty.                      **Y** \_\_\_\_\_  
    R. Tobiasz, Chief                      **Y** \_\_\_\_\_  
    Visitors: **Lt Krysiak BC Illges**
  
3. MINUTES OF THE PREVIOUS MEETING                      SECRETARY D. KATTNER  
    MOTION TO APPROVE **D Kattner** \_\_\_\_\_ SECOND **E Kattner** \_\_\_\_\_ VOTE **All Ayes**  
    **Motion Carried**
  
4. MINUTES OF THE SPECIAL MEETING 10/4/16                      SECRETARY D. KATTNER  
    MOTION TO APPROVE **L Rusher** \_\_\_\_\_ SECOND **E Kattner** \_\_\_\_\_ VOTE **All Ayes**  
    **Motion Carried**
  
5. TREASURER'S REPORT                      TREASURER PETSKA  
    MOTION TO APPROVE **E Kattner** \_\_\_\_\_ SECOND **H Petska** \_\_\_\_\_ VOTE **All Ayes**  
    **Motion Carried**
  
6. ACCOUNTS PAYABLE                      TREASURER PETSKA  
    MOTION TO APPROVE **P Tierney** \_\_\_\_\_ SECOND **E Kattner** \_\_\_\_\_ VOTE **All Ayes**  
    **Motion Carried**
  
7. COMMITTEES/REPORTS  
    A. ATTORNEY  
        1. Approval of the determination of the Tax Levy for 2016 (collectible in 2017).  
            **Authorized the Attorney to prepare the Tax Levy for 2015 with a 4.8% increase in taxes.**  
            **Motion to approve the 4.8% tax levy**  
            **Motion by E Kattner second H Petska**  
            **Vote All Ayes**  
            **Motion Carried**  
        2. Approval of an Ordinance updating the reimbursement rate for travel expenses.  
            **Resolution to approve travel expense policy**  
            **Motion by L Rusher second P Tierney**  
            **Vote All Ayes**  
            **Motion Carried**  
        3. Approval of an Amendment to the Billing Ordinance modifying the non-resident vehicle  
            charge to a single vehicle at \$250.00.  
            **Motion to approve change to billing ordinance 2016-6**  
            **Motion by P Tierney second D Kattner**  
            **Vote All Ayes**  
            **Motion Carried**  
    B. BUSINESS REPORT  
        1. Review, discussion and possible action regarding bill collection for non-resident fire service  
            and all ambulance billing.

2. Review, discussion and possible action regarding continuing the SIMPLE Retirement Plan for the upcoming calendar year.

**Motion to continue simple IRA retirement plan**

**Motion by H Petska second E Kattner**

**Vote All Ayes**

**Motion Carried**

3. Approval of the annual Audit.

4. Approval of an agreement to hire a shredding company for disposal of approved records.

**Motion to approve Groot for shredding of approved documents at cost of \$3.90 per box**

**Motion L Rusher second D Kattner**

**Vote All Ayes**

**Motion Carried**

C. INSURANCE

**Chief filed 2017 wage estate for workers comp.**

D. BUILDING AND GROUNDS

1. Review, discussion and possible action regarding a spring landscape clean-up.

**Motion to approve Harms Landscape for spring bed/tree cleanup for \$1,675.00**

**Motion by L Rusher second H Petska**

**Vote P Tierney Yes, L Rusher Yes, D Kattner Abstane, E Kattner Yes, H Petska yes**

**Motion Carried**

2. Review, discussion and possible action regarding grass cutting for 2017.

**Decided that lawn maintenance, grass cutting will remain a task of the on-duty crew.**

3. Review, discussion and possible action regarding the project list.

**Discussed the proposal to replace some outside electric lighting with LED, no action taken.**

E. EQUIPMENT MAINTENANCE

F. SPRING GROVE VILLAGE/SGFD

**Garage sale raised \$1,800.00 towards purchase of CPR device.**

**Thank you from board to all staff that helped make the garage sale a success**

G. FIRE PREVENTION BUREAU

**Fire protection week completed at school. Breakfast with the Chief is Friday**

H. SAFETY COMMITTEE REPORT

I. CHIEF'S REPORT

1. Appointment of the Chief as an Alternate Election Official for the Consolidated Election.

**Motion to approve Chief as alternate election official for consolidated election**

**Motion by L Rusher second P Tierney**

**Vote All Ayes**

**Motion Carried**

2. Review, discussion and possible action regarding the Cardiac Monitor maintenance contract.

**Discuss the renewal of the cardiac monitor maintenance contract. Decided rather to send**

**out for bids to be opened November 15<sup>th</sup>. The DC & Lt. Lynn will prepare "what we**

**want" on the monitors now so that they can be sent out October 31<sup>st</sup>. The Board will also**

**include an alternate proposal for a CPR device and for a new AED for the Engine, one with a monitor screen.**

**Motion to authorize specs to go out for bid.**

**Motion by L Rusher second P Tierney**

**Vote All Ayes**

**Motion Carried**

8. OLD BUSINESS

- A. Review, discussion and possible action regarding the initial committee report on the new tanker.

**BC Illges has nothing at this time will report at November 15 meeting**

- B. Review, discussion and possible action regarding the initial committee report on the new PPE.

**BC Illges has nothing at this time PPE committee will meet and report at November 15 meeting**

- C. Review, discussion and possible action regarding the committee report on the new cardiac monitors.

- D. Review, discussion and possible action regarding the purchase of a CPR device.  
**To be included with new monitor specs**

9. NEW BUSINESS

**President Rusher receive da thank you letter from the Explore post.  
Concrete cutting take place Friday with removal Monday.  
Tree trimming Wednesday 10-19-2016  
Quarterly trustee meeting Explore post doing presentation on there trip to IFSL.  
Larry, Ed, Don, Harvey, & Paul will be attending**

10. PUBLIC PARTICIPATION

**none**

11. EXECUTIVE SESSSION

A. None planned.

12. ADJOURNMENT

**MOTION TO APPROVE L Rusher \_\_\_SECOND P Tierney \_\_\_\_\_ VOTE All Ayes**

**Motion Carried 8:33pm**

**Minutes prepared by Secretary**

**Donald Kattner**