

**SPRING GROVE FIRE PROTECTION DISTRICT  
BOARD OF TRUSTEES  
MONTHLY MEETING MINUTES-TUESDAY NOVEMBER 21, 2017  
7:00 PM**

1. CALL TO ORDER                      TIME 7:00PM                      PRESIDENT RUSHER

2. ROLL CALL                              PRESENT                              SECRETARY D. KATTNER  
 L. Rusher                                    X    
 E. Kattner                                    X    
 D. Kattner                                    X    
 H. Petska                                    X    
 P. Tierney                                    X    
 R. Curran, Atty.                            X    
 R. Tobiasz, Chief                            X    
 Visitors                                      **Mr. and Mrs. Forster, Bob Stevens, Mike Forster, Kelly Connor,  
 Andy Laird, Dan Illges**

3. MINUTES OF THE PREVIOUS MEETING                      SECRETARY D. KATTNER  
**MOTION TO APPROVE L. RUSHER SECOND H. PETSKA VOTE AAMC**

4. MINUTES OF THE PREVIOUS EXECUTIVE SESSION                      SECRETARY D. KATTNER  
**MOTION TO APPROVE L. RUSHER SECOND D. KATTNER VOTE AAMC**

MINUTES OF THE PREVIOUS SPECIAL MEETING OCT 31      SECRETARY D. KATTNER  
**MOTION TO APPROVE L. RUSHER SECOND P. TIERNEY VOTE AAMC**

5. TREASURER'S REPORT    TREASURER PETSKA

- **See attached report**

**MOTION TO APPROVE E. KATTNER SECOND H. PETSKA VOTE AAMC**

6. ACCOUNTS PAYABLE    TREASURER PETSKA

- **See attached report**

**MOTION TO APPROVE P. TIERNEY SECOND E. KATTNER VOTE AAMC**

7. COMMITTEES/REPORTS

A. ATTORNEY

1. Adoption of the 2017 Tax Levy Ordinance.

- **There should be a 2+% increase in funds from taxes.**

**MOTION TO APPROVE THE 2017 TAX LEVY ORDINANCE IN THE AMOUNT OF  
 \$1,534,500.00 E. KATTNER SECOND P. TIERNEY VOTE AAMC**

2. Discussion regarding the McHenry County Natural Hazard Mitigation Plan.

**As a district we are not required to approve this plan.**

B. BUSINESS REPORT

- **In May the district will most likely lock in a rate for the tanker.**

C. INSURANCE

- **Workman's comp for 2018 went down.**

D. BUILDING AND GROUNDS

1. Review, discussion and possible action regarding the 2<sup>nd</sup> floor remodeling.
  - **The district should see the drawings for the 2<sup>nd</sup> floor remodeling by next week.**
2. Review, discussion and possible action regarding the Building and Grounds projects.
  - **Discussion regarding the Building and Grounds projects.**
3. Review, discussion and possible action regarding the design of the protective guard around the generator.
  - **Discussion regarding the design of the protective guard around the generator.**

E. EQUIPMENT MAINTENANCE

- **See attached report**

F. SPRING GROVE VILLAGE/SGFD

- **Tree lighting will take place on December 2<sup>nd</sup> at Horse Fair Park.**

G. FIRE PREVENTION BUREAU

- **The district will be adding inspections on other days of the week, when an inspector is working, to finish up for the year.**

H. SAFETY COMMITTEE REPORT

- **New members have been added to this committee.**

I. CHIEF'S REPORT

- **See attached report**

7. OLD BUSINESS

- A. Review, discussion and possible action regarding the production of an RFP for a consultant for the District.

- **Discussion regarding the production of an RFP for a consultant for the district.**
- **One proposal was valued at no more than five thousand dollars depending on what the board would like included.**

**MOTION TO APPROVE SENDING AN RFP TO MCGRATH AND ILLINOIS FIRE CHIEF'S ASSOCIATION\_\_L. RUSHER\_\_SECOND\_\_P. TIERNEY\_\_VOTE\_\_AAMC\_\_**

- B. Review, discussion and possible action regarding clarification of the worked shift policy.

- **Discussion regarding clarification of the worked shift policy.**

**MOTION TO APPROVE SATURDAY AND SUNDAY AS A WEEKEND IN REFERENCE TO THE SHIFT POLICY\_\_H. PETSKA\_\_SECOND\_\_D. KATTNER\_\_VOTE\_\_AAMC\_\_**

C. Review, discussion and possible action regarding the possible Fire North Quad Functional Consolidation and the formation of a committee to work with other Districts.

- **Discussion regarding the possible Fire North Quad Functional Consolidation and the formation of a committee to work with other districts.**
- **The committee will consist of Harvey Petska, Ed Kattner and Chief.**

**MOTION TO APPROVE TO CONTINUE TO RESEARCH WITH THE FIRE NORTH QUAD AND THE FORMATION OF A COMMITTEE TO WORK WITH OTHER DISTRICTS \_P. TIERNEY \_SECOND \_H. PETSKA \_VOTE \_AAMC \_**

**MINUTES OF THE PREVIOUS SPECIAL MEETING ON NOVEMBER 18<sup>TH</sup>  
SECRETARY D. KATTNER**

**MOTION TO APPROVE \_L. RUSHER \_SECOND \_H. PETSKA \_VOTE \_AAMC \_**

NEW BUSINESS

A. Acceptance of the resignation of two Firefighter's.

**MOTION TO APPROVE HEINO PUIDAK'S RETIREMENT \_P.  
TIERNEY \_SECOND \_H. PETSKA \_VOTE \_AAMC \_**

**MOTION TO REMOVE KURT WOOLRIDGE FROM ROSTER \_D.  
KATTNER \_SECOND \_P. TIERNEY \_VOTE \_AAMC \_**

B. Review, discussion and possible action regarding the annual contract for service on the Cardiac Monitors, AED and LUKAS device.

**MOTION TO APPROVE THE ANNUAL PHYSO CONTRACT IN THE AMOUNT OF \$5013.00 \_E. KATTNER \_SECOND \_D. KATTNER \_VOTE \_AAMC \_**

C. Review, discussion and possible action regarding the need for additional paramedic staffing, including the possibility of hiring an additional POP medic.

**MOTION TO GIVE CHIEF TOBIASZ APPROVAL TO HIRE 1 FAE/PARAMEDIC FOR POP \_E. KATTNER \_SECOND \_H. PETSKA \_VOTE \_AAMC \_**

D. Review, discussion and possible action retaining the Instructor ONLY Position.

- **Authorized the Chief to use the Instructor ONLY position. Kelly Connor will officially fill this role when he can no longer respond to calls here because of his union contract rules.**

E. Review, discussion and possible action regarding the remaining policies to be revised.

- **Took the remaining policies under advisement with approval likely in December.**

F. Review, discussion and possible action regarding locking in Kelly Day Shift coverage.

- **Took no action.**

## 9. PUBLIC PARTICIPATION

The public is invited to make an issue oriented comment on any matter of public concern. The public comment may be no longer than 3 minutes in duration. Interrogation of the staff or the Board of Trustees will not be allowed at this time. Personal invectives against staff or officers are not

permitted.

- **Retired BC Bob Stevens – Updated on the Explorer Post**
  - o **Currently there are twelve members**
  - o **Requested to get money from the district**
  - o **Attended the McHenry BOTM and presented about the Explorer Post. McHenry offered to donate their gear to the Explorer Program.**

**MOTION AT 8:08 PM TO GO INTO EXECUTIVE SESSION L.  
RUSHER SECOND H. PETSKA VOTE AAMC**

10. EXECUTIVE SESSSION  
A. Personnel.

**THE BOARD RETURNED FROM EXECUTIVE SESSION AT 8:57PM AND RESUMED  
THE REGULAR MEETING  
MOTION TO APPROVE L. RUSHER SECOND D. KATTNER VOTE AAMC**

11. POST EXECUTIVE SESSION MOTIONS  
A. Possible action regarding new and ongoing Performance Improvement Plans.

- **Directed the Chief to take action regarding various personnel matters.**

B. Possible action regarding staff not meeting worked shift requirements.

- **No action**

C. Possible action regarding the revised Succession Plan for the Chief.

- **Approved the 2<sup>nd</sup> revision to the Succession Plan for the Chief. More to follow on this matter, however, the Chief's official retirement date will be April 30, 2019.**

**MOTION TO APPROVE E. KATTNER SECOND D. KATTNER VOTE AAMC**

12. ADJOURNMENT

**MOTION TO APPROVE L. RUSHER SECOND D. KATTNER VOTE AAMC**

**POSTED: Thursday, December 21, 2017, 11:00AM**