



# PLAINFIELD FIRE PROTECTION DISTRICT

23748 W 135th Street • Plainfield Illinois 60544

815.436.5335 • 815.436.6420 fax

## BOARD OF FIRE TRUSTEES

Trustee William Barnes called the December 12, 2017 meeting of the Board of Trustees of the Plainfield Fire Protection District to order at 6:00 p.m. with the Pledge of Allegiance at the District Headquarters located at 23748 W. 135<sup>th</sup> Street, Plainfield, IL in the Board of Trustees Meeting Room.

A roll call attendance was taken as follows: Trustee Jim Lehmann - present; Trustee Doug Shreve – present; Trustee Bill Barnes – present; Trustee Bob Baish – present; Trustee Tom Paul – present.

**Open Forum** – Nothing from the audience.

**Correspondence** – No correspondence at this time.

**A motion was made by Trustee Baish to approve the November 14, 2017 meeting minutes as amended, seconded by Trustee Shreve, all in favor. Motion carried.**

**A motion was made by Trustee Lehmann to accept the November 2017 Treasurer's report, seconded by Trustee Shreve. A roll call vote was taken as follows: Trustee Lehmann – yes; Trustee Shreve – yes; Trustee Barnes – yes; Trustee Baish – yes; Trustee Paul – yes. Motion carried.**

**A motion was made by Trustee Shreve to pay the bills in the usual manner, seconded by Trustee Lehmann. A roll call vote was taken as follows: Trustee Paul – yes; Trustee Baish – yes; Trustee Barnes – yes; Trustee Shreve – yes; Trustee Lehmann – yes. Motion carried.**

**Old Business** – Board consideration and possible action on the annual extension of employee contracts. The Trustees requested closed session.

**New Business** – No Board of Review notices were received.

No Annexations were received.

No new Tax Objection Notices were received.

Board consideration and a motion to approve proposed wage increases for non-union personnel. The Trustees requested closed session.

The Board requested a 1 year extension quote from our auditing company Wermer, Rogers, Doran & Ruzan to replace the 2 year quote that was submitted. The subject was tabled until the January meeting.

Declare seven laptop computers as surplus for the purpose of sale or disposal. **A motion was made by Trustee Shreve to declare the seven laptop computers as surplus, seconded by Trustee Lehmann, all in favor. Motion carried.**

Renew the subscription and support for the Barracuda Security System. Chief Riddle stated the Barracuda Security System is firewall software that protects our data. We will be changing the vendor to CDS. After a brief discussion, **a motion was made by Trustee Paul to renew the Barracuda subscription and support, seconded by Trustee Baish, all in favor. Motion carried.**

One proposal was received for the PPE gear and was presented to the Board. Chief Riddle explained that this is the annual purchase of gear to replace the older gear. After some discussion, **a motion was made by Trustee Shreve to accept the proposal as presented, seconded by Trustee Paul, all in favor. Motion carried.**

Trustee Baish reviewed the proposal from Heintz Construction for the installation of the ceiling and insulation for the new pole building. He stated due to some credits for material, the cost will not exceed \$19,000.00. After a brief conversation, **a motion was made by Trustee Shreve to proceed with the ceiling and insulation for the pole barn as presented, seconded by Trustee Paul. A roll call vote was taken as follows: Trustee Lehmann – yes; Trustee Shreve – yes; Trustee Barnes – yes; Trustee Baish – yes; Trustee Paul – yes. Motion carried.**

Board consideration to approve a Notice of Appointment of Authorized Agent for the Plainfield Fire Protection District IMRF program. The Trustees requested closed session.

It was requested to change the Tuesday, January 9, 2018 meeting to Tuesday, January 16, 2018 in order to have more time to prepare for the meeting. **A motion was made by Trustee Baish to move the meeting to Tuesday, January 16, 2018, seconded by Trustee Shreve, all in favor. Motion carried.**

The 2018 Board Meeting schedule was presented to the Board for their approval. **A motion was made by Trustee Lehmann to accept the 2018 meeting dates with the January change, seconded by Trustee Shreve, all in favor. Motion carried.**

Chief Riddle explained to the Board there is an odor coming from the carpet at St. 4 and believes replacing it will take care of the problem. Three proposals were submitted by Urban Tile & Carpet in the amount of \$12,800.00; Great Western Flooring in the amount of \$14,750.00 and Olde Towne Floors in the amount of \$21,960.00. After reviewing the proposals, **a motion was made by Trustee Lehmann to have Urban Tile & Carpet remove and replace the carpet in the amount of \$12,800.00, seconded by Trustee Paul. A roll call vote was taken as follows: Trustee Lehmann – yes; Trustee Shreve – yes; Trustee Barnes – yes; Trustee Baish – yes; Trustee Paul – yes. Motion carried.**

Attorney Tom Gilbert presented a Resolution to ratify a correction of scrivener's error in the Budget for 2018. After some discussion, **a motion was made by Trustee Baish to adopt the ratification Resolution permitting us to refile, seconded by Trustee Shreve. A roll call vote was taken as follows: Trustee Paul – yes; Trustee Baish – yes; Trustee Barnes – yes; Trustee Shreve – yes; Trustee Lehmann – yes. Motion carried.**

Seeking approval for the Custodial Agreement with Andres Medical Billing. After a brief discussion, **a motion was made by Trustee Shreve to approve the Custodial Agreement with Andres Medical Billing, seconded by Trustee Baish. A roll call vote was taken as follows: Trustee Paul – yes; Trustee Baish – yes; Trustee Barnes – yes; Trustee Shreve – yes; Trustee Lehmann – yes. Motion carried.**

A proposal was submitted to the Board for approval to purchase six King Vision Intubation kits and additional blades for a total of \$10,967.04. After some discussion, **a motion was made by Trustee Paul to purchase the King Vision kits and blades for \$10,967.04, seconded by Trustee Shreve. A roll call vote was taken as follows: Trustee Lehmann – yes; Trustee Shreve – yes; Trustee Barnes – yes; Trustee Baish – yes; Trustee Paul – yes. Motion carried.**

James Howard from Governmental Accounting Services presented the Board with the Budget vs Actual Summary ending November 30, 2017. This is a report that James will present to the Board each month.

**Chief's Report** – It was reported that income from billing services was \$160,150.97 from Andres Medical. Billing income from USA Fire Recovery was \$7,794.56. All other reports have been distributed for review.

**Committee Reports** – Administration – Trustee Barnes has no further report.

Vehicles – Trustee Paul stated the Tender has been delivered and should be in-service before the end of the year. He also stated the new ambulance should be delivered the beginning of January 2018.

Land & Building – Trustee Baish stated things are moving along with the new pole building.

EMS – Trustee Lehmann had no further report.

Personnel – Trustee Shreve stated he has items for closed session.

Fire Commission Report – Nothing to report.

Trustee Barnes mentioned that this was Cheree Lewis's last District meeting before retiring. He thanked her for all her service to the District.

**A motion was made by Trustee Barnes to adjourn to closed session at 6:32 p.m. to discuss workman's compensation, personnel issues, collective bargaining progress, potential sale and/or lease of real estate and pending or threatened litigation, seconded by Trustee Lehmann, all in favor.**

The regular meeting reconvened at 7:41 p.m. by motion from closed session. Trustee Barnes stated that during closed session, discussion was held with regard to personnel issues.

**Trustee Shreve made a motion to approve a Notice of Appointment of Nicole Irwin as Authorized Agent for the Plainfield Fire Protection District IMRF program, seconded by Trustee Lehmann. A roll call vote was taken as follows: Trustee Lehmann – yes; Trustee Shreve – yes; Trustee Barnes – yes; Trustee Baish – yes; Trustee Paul – yes. Motion carried.**

**There being no further business, a motion was made by Trustee Shreve to adjourn the meeting at 7:43 p.m., seconded by Trustee Baish, all in favor.**

Respectfully submitted,

James Lehmann, Trustee/Secretary  
Mary Jo Fazio, Administrative Assistant