



# HUNTLEY FIRE PROTECTION DISTRICT

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**Regular Meeting of the  
Huntley Fire Protection District  
Board of Trustees  
May 21, 2019**

Trustee Brown called the Regular Meeting of the Board of Trustees to order, the meeting opened at 5:30PM at Station 4. On the call of the roll, present were; Trustee Brown, Trustee Bayser, Trustee Saletta, Trustee Davis and Trustee Mahoney. Also present were; Chief Ravagnie, Deputy Chief Schlick, Lieutenant Bentley, Lieutenant Harders, Lieutenant Levendoski, Lieutenant Madziarek and Attorney Ottosen.

The meeting participants stood for the Pledge of Allegiance.

Public Comments: Patrick Conely from the American Legion asked if the District would provide an engine for the upcoming Memorial Day Parade on May 27, 2019. Chief Ravagnie said we would provide an engine for the parade.

Attorney Ottosen read the Oath of Office and swore in Joseph Mahoney as a newly elected Trustee. Trustee Mahoney signed the Oath of Office.

Presentations: Trustee Brown came forward and thanked Fred Olson for his many years of service on the Board of Trustees and presented him with a plaque and Chiefs Coin. Trustee Brown thanked Brenda Kardys for her many years of service on the Board of Commissioners and presented her with a plaque and a Chiefs Coin. Trustee Brown thanked John Angerame for his many years of service on the Board of Commissioners and presented him with a plaque and a Chiefs Coin.

Attorney Ottosen swore in Fred Olson and Luke Palermo to the Board of Commissioners.

Chief Ravagnie introduced 5 of the 6 new part time employees, Jimmy Aguayo, Bryton Crosby, Shane Mackie, Jake Marchewka, and Philip Karsten. Steven Medniola was not present. Attorney Ottosen read the Oath of Office and Code of Ethics which they each signed.

The Board took a refreshment break at 5:46PM. The Regular meeting resumed at 6:02PM.

Trustee Bayser motioned to re-elect Trustee Brown President of the Board of Trustees seconded by Trustee Saletta. Roll call noted, all voting members yes, motion passed.

Trustee Saletta motioned to re-elect Trustee Bayser to Secretary of the Board of Trustees seconded by Trustee Davis. Roll call noted, all voting members yes, motion passed.

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Milford Brown	Bonnie Bayser	James Saletta	John Davis	Joseph Mahoney	Scott Ravagnie
President	Secretary	Treasurer	Trustee	Trustee	Fire Chief

Trustee Bayser motioned to elect Trustee Saletta Treasurer of the Board of Trustees seconded by Trustee Davis. Roll call noted, all voting members yes, motion passed.

Trustee Saletta motioned to approve the Treasurers Report and Accounts Payable in the amount of \$1,105,523.12 seconded by Trustee Bayser. There was some discussion. Roll call noted, Trustee Mahoney abstained, all remaining Trustees yes, motion passed.

Trustee Saletta said the Lauterbach and Amen Report is in the Board packet. Trustee Saletta motioned to accept the Lauterbach and Amen Report seconded by Trustee Bayser. Roll call noted, Trustee Mahoney abstained, all remaining Trustees yes, motion passed.

Trustee Bayser motioned to approve the April 16, 2019 Regular Board Meeting Minutes as distributed seconded by Trustee Davis. Roll call noted, Trustee Mahoney abstained, all remaining Trustees yes motion passed.

Trustee Bayser motioned to approve the April 16, 2019 Closed Meeting Minutes and keep them closed seconded by Trustee Davis. Roll call noted, Trustee Mahoney abstained, all remaining Trustees yes motion passed.

Trustee Bayser motioned to approve the May 7, 2019 Special Board Meeting Minutes as distributed seconded by Trustee Davis. Roll call noted, Trustee Mahoney abstained, all remaining Trustees yes motion passed.

Trustee Bayser motioned to approve the May 7, 2019 Closed Meeting Minutes and keep them closed seconded by Trustee Davis. Roll call noted, Trustee Mahoney abstained, all remaining Trustees yes motion passed.

Correspondence: We received a thank you letter from Algonquin-Lake in the Hills Fire Protection District for help in covering their District while they did an all employee training and photo.

We received a thank you letter from Congressman Bradley Schneider for our assistance with the anhydrous ammonia spill in Beech Park and our assistance with the explosion in Waukegan.

We received a thank you card from resident Joe Femali expressing his appreciation of the Fire-Medics for doing a good job taking care of him.

Attorney Report: Legislative Report, there are 10 days left in this session, it doesn't look like much is going to happen right now.

Regarding the Manchester Lakes HOA invoice, we have not found any evidence that we are required to pay for all the ponds. We advise to not pay it at this time.

There was discussion regarding the Tentative Budget 2019-2020.

Public Hearing: President Brown opened the Public Hearing for the HFPD 2019-2020 Budget and Appropriations at 6:12PM. A notice of the meeting was posted in the Northwest Herald more than 30 days prior to the meeting notifying the public of the Public Hearing. There were no public comments.

Trustee Bayser motioned to close the Public Hearing seconded by Trustee Saletta. Roll call noted, all voting members yes, motion passed and the Public Hearing closed at 6:13PM.

Trustee Bayser motioned to approve the Ordinance 2019-01 Budget and Appropriations 2019-2020 seconded by Trustee Davis. Roll call noted, all voting members yes, motion passed.

There was some discussion regarding the Manchester Lakes HOA agreement. They specified every pond in the invoice but we feel like we should only be paying for the pond by Station 4.

Chief Ravagnie gave the General Report. We have had 2,098 calls YTD, which is an increase of 138 calls from last year. Battalion Chief Flannigan will go over the bidding process for Station 5 later on in the meeting. The Village of Huntley's Planning and Zoning Commission met regarding the remodel of the Annex Building, they passed everything. On Thursday, May 23, 2019 the Village of Huntley Board of Trustees meets and will hopefully approve the final design for Station 1. Battalion Chief Flannigan is working with Adam Reiche on value engineering, calling all the companies who submitted bids, trying to reduce them. They were able to save the District about \$300,000. Battalion Chief Pierce and Rob Territo will be taking the reserve ambulance to Iowa on Friday, May 31, 2019 to have it re-chassied. It will take about 6-8 weeks. We will be getting a loaner ambulance to use as a reserve until our ambulance returns.

Lieutenant Levendoski gave the Alarm Response and Training Report which is in the Board packet. We are preparing the report for Accreditation. We are changing things over to the new version. We are also working on the Strategic Plan which needs to be done by September. We have been using the front part of the Annex for training drills before it is torn down. Next month we will be working on water supply training. The Training Tower had an unscheduled fire. The company that built it will be out Friday to give an accurate estimate as to what it will cost. All information was sent to the insurance company to start the claim.

Lieutenant Harders gave the EMS Dispatches and Education Report which is in the Board packet. The guys have been busy with CPR, we have had about 300 students this year. We have already taught CPR to the Lake in the Hills Police, Huntley Police, the Library and Park District employees. Region 9 has SMO updates. We will be holding more training at the stations. St. Joseph's Hospital is doing two training sessions. They are splitting up training so that the stations can stay in their Districts. We are working with the Illinois Department of Public Health in getting the loaner ambulance approved. The problem is our provider number is given through our license plate. The loaner ambulance will have an Iowa license plate which is causing problems with IDPH. In the worst case scenario, we won't use the loaner ambulance but get mutual aid to help us out if necessary.

Lieutenant Madziarek gave the Fire Prevention Report which is in the Board Packet. The plans for Jiffy lube came in, it will go east of Auto Zone on Kreutzer. The area where Thornton's is going in has been flagged out. Trustee Saletta complimented Fire Marshall Madziarek in working with him on the Knox Box program and what to tell the residents.

Lieutenant Bentley gave the Public Education Report which is in the Board packet. The high school computer class that is working on the app for fall prevention has part of the program done. We will go to the high school tomorrow to look at it, it will also be rolled over to next year's computer class. We will work with Lieutenant Harders to make sure all the boxes are checked for the app. Wal-Mart is hosting a Touch-a-Truck in June. They are looking at combining efforts with the Park District in the future. We are teaming up with Culver's and the Huntley Library. We will be reading books every

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third Thursday of the month at the library. We would like to give kids a smoke detector check list, have them fill it out and turn it in to their teacher. The teachers will give the kids who completed the check lists a coupon for a free concrete at Culvers.

The Customer Service Surveys have a return rate of 43% with no complaints.

Battalion Chief Flannigan gave the Facilities Report which is in the Board packet. Stations 2 and 3 are complete and came in a little under budget.

Chief Ravagnie gave the Apparatus Maintenance report which is in the Board packet.

Chief Ravagnie gave the Committees Report: The Safety Committee met in April Labor-Management met on Monday, May 20, 2019. Trustee Davis attended the meeting. We gave updates on the Trustees and Board of Commissioners and what is going on with Station 1 and Station 5. We will be keeping track of over time notifications for the Union. Trustee Saletta will be attending the upcoming insurance meeting. We met with other departments who are dispatched through SEECOM to discuss new dispatch software and the changes that we would like to see. We need to have more information about the call. There are notes but they are buried in the program and we are unable to find them. We also are working with the Union regarding policy collaboration. We will let them know before a change is made to get their opinions and they can funnel it down to the membership. The Foreign Fire Tax Committee is meeting July 8, 2019 to review the money they have left and make any further purchases.

Senior Staff is meeting tomorrow to discuss ISO. The ISO meeting is August 8, 2019. Previously, there were some issues with Public Education. Cary Fire Protection District just received "2" for their ISO rating. It seems like the people at ISO want to help us obtain a lower number. The Comcast agreement was approved through the attorneys and signed tonight. On May 11, 2019 Chief Ravagnie and our duty people attended the First Responders Dinner at St Mary's Church. The dinner was good and they raised \$6,000 for Rosecrans and the 100 Club. The Huntley Police, Public Works and the HFPD had a luncheon at Village Hall today.

There is nothing new with SEECOM.

The new Board of Commissioners had their first meeting tonight. Attorney Ottosen attended the meeting and got everyone on board to what needs to be done. They will be meeting again next Tuesday, May 28, 2019.

Trustee Davis motioned to approve the first quarter of 2019 stipend request for Brenda Kardys and David Hopkins for \$250.00 each seconded by Trustee Bayser. Roll call noted, all voting members yes, motion passed.

We received a check from Fire Cost Recovery for \$2,178.00.

The Recruitment and Retention Grant has been submitted. We just submitted a grant to Firehouse Subs for Hurst Electric Tools, it will take about 2-6 months.

There isn't anything new with the Villages and Counties. The HAART group had another meeting.

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There is no old business.

Trustee Davis motioned to approve Susan Coen to complete the 2018 Audit not to exceed \$14,000.00 seconded by Trustee Bayser. Roll call noted, all voting members yes, motion passed.

Trustee Bayser motioned to acknowledge the Certificate of Canvass Results from the April 2, 2019 Consolidated Election and to keep them on file seconded by Trustee Saletta. Roll call noted, Trustee Mahoney abstained, all remaining trustees yes motion passed.

Trustee Davis motioned to approve the purchase of 2 sets of bunker gear from Dinges Fire in the amount of \$5,173.90 seconded by Trustee Bayser. Roll call noted, all voting members yes, motion passed. We will be reimbursed from the Retention and Recruitment Grant.

Trustee Bayser motioned to award the bid packages for the Station 5 construction project to Matteo Construction for Excavation, Hayes Industries Inc. Elgin for Site Utilities, Concrete by Wagner – Lockport for Concrete, Dukane Precast in Naperville for Precast, Horn Masonry for Masonry, Weatherguard Roofing Elgin for Roofing, House of Doors for Sectional Doors, Reliant Contract Glass in Crystal Lake for Entrances, Rockwell Group for Drywall/Acoustical, AMB Commercial Flooring in Roselle, for Flooring/Ceramic, Resinous Flooring, J & M Decorating in Addison for Painting, Liberty Fire Protection Systems in St Charles for Fire Protection, Paul Johnson for Plumbing, Miller Engineering for Mechanical and Ridgeview Electric in McHenry for Electrical not to exceed the base bid as presented on pages 74 – 80 in the Board packet and not to exceed \$3.2 Million in total seconded by Trustee Davis. Roll call noted, Trustee Mahoney abstained, all remaining Trustees yes, motion passed. We will be rebidding for Steel, Landscaping and General Trades.

Trustee Saletta motioned to declare surplus two thermal imaging cameras seconded by Trustee Bayser. Roll call noted, all voting members yes, motion passed.

Trustee Davis motioned to declare surplus two Apple iPads seconded by Trustee Bayser. Roll call noted, all voting members yes, motion passed.

Old Trustee Business: None

New: Trustee Saletta said I know we don't charge residents for out of pocket expenses. We asked Andres to put it on the bills. Director Harders and Battalion Chief Eeg gave a presentation in Sun City and mentioned again that we don't charge out of pocket expenses. Is it a written policy? We need to have a written Trustee policy that residents have access to so they know that they don't pay anything out of pocket for their ambulance bill. We can post it on our website and put an article in the Sunday newspaper in Sun City. There was some discussion. We will put it in our newsletter next year and on social media. We will put a policy together and bring it to the Board at the next meeting.

Trustee Bayser motioned to close the Regular Meeting of the Board of Trustees and move into Closed Session for appointment, employment, discipline, performance or dismissal of specific employees and collective bargaining matters or consideration of salary schedules for one or more classes of employees inviting in Chief Ravagnie, Deputy Chief Schlick, Attorney Ottosen and Recording Secretary Maria Piszczor seconded by Trustee Davis. Roll call noted, all voting members yes, and the meeting closed at 7:16PM.

Trustee Bayser motioned to open the Regular Meeting of the Board of Trustees. All 5 Trustees were present along with Chief Ravagnie, Deputy Chief Schlick, Attorney Ottosen and Recording Secretary Maria seconded by Trustee Davis. Roll call noted, all voting members yes, and the meeting opened at 7:57PM

Trustee Bayser motioned to approve a pay adjustment for the Director of EMS as presented by Chief Ravagnie effective May 1, 2019 seconded by Trustee Saletta. Roll call noted, all voting members yes, motion passed.

Trustee Bayser motioned to rescind the original design build contract with Boldt and to enter into the construction manager contract seconded by Trustee Saletta. Roll call noted, Trustee Mahoney abstained, all remaining Trustees yes, motion passed.

Trustee Bayser motioned to adjourn the Regular Meeting of the Board of Trustees seconded by Trustee Davis. All in favor, yes, no opposed the meeting closed at 7:59PM.

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President Milford Brown

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Secretary Bonnie Bayser

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