



# HUNTLEY FIRE PROTECTION DISTRICT

---

11808 Coral Street PO Box 517 Huntley, Illinois 60142  
P 847-669-5066 F 847-669-0139

**Regular Meeting of the  
Huntley Fire Protection District  
Board of Trustees  
Held the 21<sup>st</sup> Day of April, 2020  
At the District's Station Four**

The Board of Trustees of the Huntley Fire Protection District conducted the Regular Meeting via teleconference in accordance with Section 6 of Governor Pritzker's Executive Order 2020-07 (COVID-19 Executive Order No. 5).

Trustee Brown called the Regular Meeting of the Board of Trustees to order. Roll call noted, present were Trustee Brown, Trustee Bayser, Trustee Saletta, Trustee Davis and Trustee Mahoney. Also present were Chief Ravagnie, Deputy Chief Schlick, Attorney Joe Miller, Tom Sawyer, John Falduto, Wes Levy and Administrative Professional Cane. The meeting opened at 9:02AM.

The meeting participants stood for the Pledge of Allegiance.

Public Comments: None.

Presentations: Tom Sawyer started by stating that not much is going on in capital markets. The investment objective does the job for us. We had some cash withdrawals to take care of some things. We have \$4,119,402.00 as of March 31, 2020. The money market yields are under .25%. We are generating about \$98,000.00 in current income. \$55,000.00 went out during this quarter. There is nice growth in this fund. The operating fund has \$449,000.00 as of March 31, 2020. The current interest rate is 2.25% and we are generating about \$96,000.00 in cash flow. Accumulative investment is almost half a million dollars in earnings. We expect it to be in a low rate environment for quite some time. Near 0% for low term interest rates. We don't expect a big change from the Federal Government given the current economy. We have money in a CD so that is safe and secure. There was some discussion.

Tom Sawyer and John Falduto left the meeting once their presentation was finished.

Treasurer's Report: Trustee Saletta motioned to approve the Treasurers Report and Accounts Payable in the amount of \$2,759,268.06, seconded by Trustee Davis. There was some discussion. Roll call noted and all voting members voted yes. The motion was passed.

Trustee Davis motioned to approve the Lauterbach and Amen Report, which is in the Board packet, seconded by Trustee Bayser. Roll call noted, all voting members yes, motion passed.

Wes Levy left the meeting once his presentation was finished and there were no more questions.

Review and Approval of Minutes: Trustee Bayser motioned to approve the Regular Board Meeting Minutes of March 17, 2020 as distributed seconded by Trustee Brown. Roll call noted, all voting members yes, motion passed.

---

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

Correspondence: We received two letters. One was for the parades we are doing. The second was for a procession for a soldier from Afghanistan.

Attorney Report: The first thing to note is that the notice was put in the paper for the tentative budget. In regards to the tax revenues, per the counties, they say they are doing everything as normal. Tax bills will go out as they normally do. For our purposes, we have the people that are paying into escrow so we don't expect there to be a delay for disbursement. The money should be put into our account when they pay the tax bill. We don't anticipate a decrease in revenues. We won't know what the percentage is going to be until May 2020. We are not dependent on sales tax. The second disbursement will depend on if we are through this COVID-19 pandemic. What happens if the lockdown continues for another month? We would be more concerned if it continued for six months. We would potentially have people that are not able to pay the first or second payments. If it goes shorter, they will be able to disperse the taxes. If the escrow accounts get paid, not every single person will be paying their taxes, but at least for the first disbursement we expect more people to pay. There was some talk about not sending out the tax bills, but the counties are saying they will not do that. There was some discussion.

Approve Tentative Budget 2020-2021: Our estimated cash balance is just above \$5,000,000.00. We brought our construction budget down from \$6,000,000.00 and as of today we have just shy of \$4,900,000.00 for new station construction. We took out a simulation mannequin from the budget. We estimated our beginning cash balance increased by \$175,000.00. We adjusted our ambulance billing revenue up slightly from our original budget. We are looking to be just over \$1,400,000.00 in revenue. Each year we have a liability expense fund budget and we removed that from the budget. We got us up by roughly \$2,000,000.00. The accreditation agency moved six months. There was some discussion. We are tentatively moving construction budget from \$5,000,000.00 to \$5,500,000.00. The insurance rates may go up depending on testing and things related to the virus. We should contact our insurance representative to make sure our budget is correct. The pension consolidation may be delayed.

Pay increases for Non-CBU employees: We will talk about this in closed session.

Approval contract 4106: We will talk about this in closed session.

General Report: We are down 98 calls from last year. With Covid-19, in the last month everyone is staying home and some people may be scared to call 911 to go to the hospital. It is starting to increase a little bit, however. It has been a very busy month for the staff, and everyday there is a meeting with the Battalion Chiefs and Covid-19 Task Force members. A few things we changed was that SEECOM will let us know if we need to use proper PPE. Station 5 opened on Monday, April 13, 2020 and the new full and part time members started. We are very proud of how the members are tackling Covid-19. In March 2020, we had three people call in sick, and this month we only had two call in. One of our part time members is out on injury. She is doing better and hopes to come back to shift in about a month. We are looking at hiring more part time members. We were hoping once stay at home is lifted we can do some recruitment at NIPSTA.

Alarm Response/Training: Lt. Harders and Lt. Gitzke have been very busy staying on top of Covid-19. The supplies are being locked up to prevent hoarding. We have at least two months of masks, and three to four months of gowns. We are having our personnel stage in the foyer at assisted living facilities and having one person go in at a time. We had one person that had a fever but he is back and doing great. Some departments were quarantining a lot of their members, but that has dropped off a bit.

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

Are there any questions on any of the other Lieutenants reports? No, then we will move on.

Fire Prevention: Building is currently still happening in Huntley.

Public Education: We are doing a lot of public education, and it is mostly parades. Del Webb is having a 10 mile parade that we are going to participate in. Every day there are about five to six birthday parties we are going to.

Customer Service Surveys: We are at 43% and there are no issues.

Facilities: We completed a painting project at Station 2 and Station 3 on the bay floors. Station 2 did not have multiple colored bay floors but now it does. We have a hot water problem at Station 4 but we are working on rectifying that. For Station 5, we had members come out to look around for any mistakes or missing things but they have not found much. The weight equipment will be out later this month.

Apparatus Maintenance: Our mechanic is going back and forth to all the stations and staying on top of things. We had a wheel seal leak and we were able to warranty it and it is fixed. We are still working on the 1944 engine, and the target date is August 2020 for the new Station 1.

Committee Reports: Corkill bought lunch for us the three days last week, which was very nice of them. We had a couple other families and organizations that brought in lunch for us as well. We cancelled the insurance meeting. Foreign Fire met last week. Labor-Management has been going well.

SEECOM: We cancelled the meeting that was supposed to be on Monday, April 13, 2020 and moved it two months from now. Deputy Chief Schlick is on with SEECOM almost daily. Station 5 is staffed with five personnel. The ambulance has gone on 25 calls so far, and the QRV has gone on 26 calls. Both have been busy.

Board of Commissioners: We have a meeting towards the end of May to do the next round of interviews. We were supposed to hire four full time, but we ended up hiring three because one failed the physical last minute. We are looking at hiring four for August. We were not too happy the way it went, because the doctor waited until the Friday before, so we are making sure the next time we have a weeks' notice so this doesn't happen again. The Battalion Chief list information is out, and the application is due July 1, 2020. We have 11 members that are qualified to take the test.

Fire Cost Recovery: \$5,834.00

Grant Applications: We had a conference call for the Safer Grant. The money was finally released for the last four months, and we should see the money come in the next week or two.

Village/ Counties: Deputy Chief Schlick takes a conference call on Tuesdays to meet with PD and SEECOM, and Chief Ravagnie take a conference call on Tuesdays to meet with HART group members.

Other: None.

Old Business: None.

New Business:

---

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

Approve SCBAS: This is for the cascade bottles. Trustee Bayser motioned to approve SCBAS in the amount of \$4,400.00, seconded by Trustee Davis.

Approve Ultra Strobe: We are switching to different radios, from Motorola. With the opening of Station 5, we had to add radios. Motorola radios are very expensive. BC Pierce did a lot of research. We are going to buy these radios and assign them to staff that don't go into harsh environments. This is for four radios. They are about half price. Trustee Bayser motioned to approve Ultra Strobe in the amount of \$12,659.80, seconded by Trustee Brown.

Approve Dinges Fire: This one is for 25 sets of gear. Some will be reimbursed for part time members with the grant. At least six will be reimbursed. This was the only one that submitted and returned RFP. There was some discussion. Trustee Bayser motioned to approve Dinges Fire in the amount of \$70,625.00, seconded by Trustee Davis.

Approve Dinges Fire: These are sets of turn out gear for the training tower. This is so the guys are not wearing them on duty. The cancer prevention is still on, but some pockets are off and they are maybe not the most comfortable. Five sets out there have reached their life. Trustee Bayser motioned to approve Dinges Fire in the amount of \$19,600.00, seconded by Trustee Saletta.

Approve Bull Valley Hardwood: This is for the conference table for Station 1 in the conference room. It is a 16 foot table, and holds 14 people. We compared prices with three other companies. There was some discussion. Trustee Bayser motioned to approve Bull Valley Hardwood in the amount of \$8,855.00, seconded by Trustee Davis.

Approve Knox Box: These are the med vaults for the vehicles. We need four of them to lock up the drugs in the vehicles and in Lt. Harders' office. Trustee Bayser motioned to approve Knox Box in the amount of \$7,680.00, seconded by Trustee Saletta.

Approve Western Fire Supply: This is the SCBA air pack gear washing for cancer prevention. Foreign Fire is putting in half. Trustee Bayser motioned to approve Western Fire Supply in the amount of \$26,079.00, seconded by Trustee Davis.

Trustee Saletta motioned to accept Foreign Fire funds as presented for all, seconded by Trustee Bayser.

An additional note added before the end of the meeting was that we hired an appraiser for Station 1.

Trustee Brown motioned to close the Regular Meeting of the Board of Trustees and move into Closed session for Collective Bargaining matters or consideration of salary schedules for one or more classes of employees, inviting in Chief Ravagnie, Deputy Chief Schlick, Attorney Miller, and Administrative Professional Cane, seconded by Trustee Davis. Roll call noted and all voting members voted yes. The motion was passed and the meeting closed at 10:33AM.

---

President Milford Brown

---

Secretary Bonnie Bayser

---

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