

**ALGONQUIN-LAKE IN THE HILLS FIRE PROTECTION DISTRICT
REGULAR BOARD MEETING AGENDA
September 22, 2021**

| | |
|---|---|
| CALL TO ORDER | 5:00 p.m. |
| ROLL CALL | Establish quorum |
| PLEDGE OF ALLEGIANCE and MOMENT OF SILENCE | |
| AGENDA APPROVAL | Addition of items for discussion only |
| SPECIAL PRESENTATION | |
| PUBLIC FORUM | |
| SECRETARY'S REPORT | Approve August 25, 2021 Regular Board Meeting minutes Approve August 25, 2021 Closed Session Board Meeting minutes |
| TREASURERS REPORT | Monthly Revenue & Expenditure Review; Revenue, Expense and Wage Reports; Bank Reconciliation; Cash Projections; Investment Schedule; Update Presentation |
| ACCOUNTS PAYABLE | September 10, 2021 Warrant Total \$46,048.52 September 22, 2021 Warrant Total \$142,199.25 August 2021 EFT \$790,229.33 |
| CORRESPONDENCE | |
| ATTORNEY REPORT | |
| FIRE CHIEF'S REPORT | Update on District activities |
| <u>OLD BUSINESS</u> | |
| KERN: | |
| NAATZ: | |
| BLACK: | |
| MARKOWITZ: | |
| TESON: | |
| MOSS: | |
| <u>NEW BUSINESS</u> | |
| KERN: | COVID MOU with Local 3985; IGA with Village of Lake in the Hills; Promotion of Lieutenant to Captain; Promotion of Fire Fighter to Lieutenant; Replacement of Firefighter; Ordinance #2021-02 |
| NAATZ: | |
| BLACK: | |
| MARKOWITZ: | |
| TESON: | |
| MOSS: | |
| CLOSED SESSION | (if necessary) (1) - Collective Negotiation matters; (2) - Review Closed Session minutes; (3) - Probable or Imminent Litigation; (4) - Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Employees of the public body |
| ACTION ITEMS | Arising Out of Closed Session |
| ADJOURN | |

ALGONQUIN-LAKE IN THE HILLS FIRE PROTECTION DISTRICT

1020 West Algonquin Road
Lake in the Hills, IL 60156
847.658.8233 | fax 847.854.2609

WWW.ALFPD.ORG



Board of Trustees Regular Meeting Minutes of August 25, 2021

Training Room, 1020 West Algonquin Road
Lake in the Hills, IL 60156

Call to Order. President Naatz called the meeting to order at 5:00 p.m.

Roll Call. Roll call was taken with the following results.

Present: Trustee/President Naatz, Trustee/Secretary Teson, Trustee Black, Trustee Moss.

Absent: Trustee/Treasurer Markowitz.

Others Present: Chief Kern, Deputy Chief Knebl, Attorney Joe Miller, and District Accountant James Howard.

Pledge of Allegiance/Moment of Silence. President Naatz led all present in the Pledge of Allegiance. President Naatz asked all attending for a moment of silence for fire service personnel who lost their lives in the line of duty since the last meeting on July 28, 2021.

Agenda Approval. Discussion to be held regarding a company credit card.

Public Forum. No comments were offered.

Secretary's Report.

Motion by Secretary Teson, and seconded by Trustee Moss to approve the July 28, 2021, regular board meeting minutes. Voice Vote: 4 Yes (Black, Teson, Moss, Naatz), 0 No, 1 Absent (Markowitz).

Motion by Secretary Teson, and seconded by Trustee Black, to approve the July 28, 2021, closed session board meeting minutes. Voice Vote: 4 Yes (Black, Teson, Moss, Naatz), 0 No, 1 Absent (Markowitz).

Treasurer's Report.

President Naatz nominated Trustee Moss as pro tempore Treasurer.

Motion by Trustee Moss, seconded Trustee Black, to approve the Monthly Revenue and Expenditures Review; Revenue, Expense and Wage Reports; Bank Reconciliation; Cash Projections; and Investment Schedule.

- a. Financial update presentation by Accountant James Howard.

- b. No further discussion. Roll Call vote: 4 Yes (Black, Teson, Moss, Naatz), 0 No, 1 Absent (Markowitz). Reports approved.

Accounts Payable.

- a. Motion by Trustee Moss seconded by Secretary Teson, to approve payment of August 10, 2021, warrant totaling \$101,362.39. No discussion. Roll call vote: 4 Yes (Black, Teson, Moss, Naatz), 0 No, 1 Absent (Markowitz). Payment approved.
- b. Motion by Trustee Moss, seconded by President Naatz, to approve payment of August 25, 2021 warrant totaling \$64,102.91. No discussion. Roll call vote: 4 Yes (Black, Teson, Moss, Naatz), 0 No, 1 Absent (Markowitz). Payment approved.
- c. Motion by Trustee Moss, seconded by Trustee Black, to approve Electronic Funds Transfer for July 2021 totaling \$626,306.36. No discussion. Roll call vote: 4 Yes (Black, Teson, Moss, Naatz), 0 No, 1 Absent (Markowitz). Payment approved.

Attorneys' Report. None.

Fire Chief's Report.

- a. Chief Kern updated the Board of Trustees on District Activities

Old Business. None.

New Business.

- Budget Workshop: Board scheduled the 2022 Fiscal Year Budget Workshop for October 6, 2021 at 5:00 p.m.
- Station 1 Concrete Pad Repair: Staff received proposals for repair and recommends using Carmichael Construction for the repair of cracking and chipping of the front apparatus pad at station 1.

Motion by Secretary Teson, seconded by Trustee Moss, to approve the fire chief to complete the contract with Carmichael Construction for Concrete Repair at station one not to exceed \$17,500. No discussion. Roll call vote: 4 Yes (Black, Teson, Moss, Naatz), 0 No, 1 Absent (Markowitz).

- Property and General Liability Insurance and Accident/Disability Insurance Renewal: District staff worked with District's insurance broker, Corkill Insurance Advisors, to research policies and providers suitable to the needs of the District.

Motion by President Naatz, seconded by Trustee Moss, to approve the District's general and property liability insurance renewal through Selective Insurance at the renewal premium of \$86,174 and Accident/ Disability insurance through Provident at the renewal rate of \$7,108. No discussion. Roll call vote: 4 Yes (Black, Teson, Moss, Naatz), 0 No, 1 Absent (Markowitz).

- Discussion was held regarding opening a company Visa credit card for district purchases. The Board directed Chief to open a Visa credit card through VMBO.

Trustee/ Treasurer Markowitz joined the meeting at 5:48 p.m.

Closed Session.

Motion by President Naatz, seconded by Trustee Moss, to move to Closed Session at 5:53 p.m. for (4) - appointment, employment, compensation, discipline, performance or dismissal of employees of the public body. No discussion. Voice Vote: 5 Yes (Markowitz, Black, Teson, Moss, Naatz), 0 No, 0 Absent.

Return to Open Session. 6:25 p.m.

Action Items from Closed Session.

Motion by President Naatz, seconded by Trustee Moss, to approve the one-time stipend pay for Administrative Coordinator. Voice Vote: 5 Yes (Markowitz, Black, Teson, Moss, Naatz), 0 No, 0 Absent.

Adjournment. There being no further business, motion by President Naatz, seconded by Treasurer Markowitz, to adjourn at 6:27 p.m. No discussion. Voice vote: 5 Yes (Markowitz, Black, Teson, Moss, Naatz), 0 No, 0 Absent.

Respectfully submitted,
Therese Klicker, Recording Secretary

APPROVED _____, 2021

Rick Naatz
President, Board of Trustees

ATTEST:

Charles Teson
Secretary, Board of Trustees