

**ALGONQUIN-LAKE IN THE HILLS FIRE PROTECTION DISTRICT  
REGULAR BOARD MEETING AGENDA  
October 28, 2020**

**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

**PUBLIC FORUM**

**SECRETARY'S REPORT** Approve September 23, 2020 Regular Board Meeting Minutes  
Approve September 23, 2020 Closed Session Meeting Minutes  
Approve October 7, 2020 Special Board Meeting Minutes  
Approve October 7, 2020 Special Closed Session Meeting Minutes

**TREASURERS REPORT** Monthly Revenue & Expenditure Review; Revenue, Expense and Wage Reports;  
Bank Reconciliation; Cash Projections; Investment Schedule; Update  
Presentation

**ACCOUNTS PAYABLE** October 12, 2020 Warrant Total \$146,442.77  
October 28, 2020 Warrant Total \$107,985.43  
September 2020 EFT \$3,635,776.53

**CORRESPONDENCE**

**ATTORNEY REPORT**

**FIRE CHIEF'S REPORT** Update on District Activities

**OLD BUSINESS**

**KERN:**

**NAATZ:**

**BLACK:**

**MARKOWITZ:**

**TESON:**

**TOUSSAINT:**

**NEW BUSINESS**

**KERN:** Resolution 2020-105 Truth in Taxation; Firefighter Appointment; Declare Surplus  
of Computer Equipment; Declare Surplus Station Equipment; Surface Supplied  
Air Purchase

**NAATZ:**

**BLACK:**

**MARKOWITZ:**

**TESON:**

**TOUSSAINT:**

**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](http://WWW.ALFPD.ORG)



## **Board of Trustees Regular Meeting Minutes of September 23, 2020**

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/Treasurer Markowitz, Trustee Black.

Absent: Trustee Toussaint.

Others Present: Fire Chief Kern, Deputy Chief Knebl and Attorney Joe Miller.

**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 August 26, 2020.

**Agenda Approval.** Agenda approved as presented.

**Special Presentation.** Swearing in Ceremony – Oath of Office

**At 5:13 p.m. Special Presentation ended.** Voice vote: 4 Yes (Markowitz, Black, Teson, Naatz), 0 No, 1 Absent (Toussaint)

**At 5:17 p.m Regular Board Meeting Resumed.** Voice Vote: 4 Yes (Markowitz, Black, Teson, Naatz), 0 No, 1 Absent (Toussaint)

**Public Forum.** No comments were offered.

**Secretary's Report.**

Motion by Secretary Teson, and seconded by Trustee Black, to approve the August 26, 2020, regular board meeting minutes. Roll Call: 4 Yes (Markowitz, Black, Teson, Naatz), 0 No, 1 Absent (Toussaint)

Motion by Secretary Teson, and seconded by President Naatz, to approve the August 26, 2020, closed session meeting minutes. Roll Call: 4 Yes (Markowitz, Black, Teson, Naatz), 0 No, 1 Absent (Toussaint).

### **Treasurer's Report.**

Motion by Treasurer Markowitz, seconded by President Naatz, to approve the Monthly Revenue and Expenditures Review; Revenue, Expense and Wage Reports; Bank Reconciliation; Cash Projections; and Investment Schedule.

- a. Accountant James Howard provided the financial update presentation.
- b. No further discussion. Roll Call vote: 4 Yes (Markowitz, Black, Teson, Naatz), 0 No, 1 Absent (Toussaint)

### **Accounts Payable.**

- c. Motion by Treasurer Markowitz, seconded by Secretary Teson, to approve payment of September 9, 2020, warrant totaling \$126,990.82. No discussion. Roll Call vote: 4 Yes (Markowitz, Black, Teson, Naatz), 0 No, 1 Absent (Toussaint) Payment approved.
- d. Motion by Treasurer Markowitz, seconded by Trustee Black, to approve payment of September 23, 2020, warrant totaling \$128,163.65. No discussion. Roll call vote: Roll Call vote: 4 Yes (Markowitz, Black, Teson, Naatz), 0 No, 1 Absent (Toussaint) Payment approved.
- e. Motion by Treasurer Markowitz, seconded by President Naatz, to approve Electronic Funds Transfer for August 2020 totaling \$532,779.39. No discussion. Roll Call vote: 4 Yes (Markowitz, Black, Teson, Naatz), 0 No, 1 Absent (Toussaint) Payment approved.

### **Correspondence.**

The District received a thank you note from a resident for all of our help and dedicated service to the community.

**Attorneys' Report.** – Nothing to report.

### **Fire Chief's Report.**

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

**Old Business** – No old business to discuss.

### **New Business.**

- a. Purchase of Station Furniture: Staff is looking to purchase new recliners for all three stations to replace the old worn recliners with new, more maintenance friendly chairs. This purchase was included in this year's budget. Three quotes were obtained per the fire district's purchasing policy. Staff is recommending purchasing the chairs from Working Fire Furniture and Mattress Company.

Motion by President Naatz, seconded by Secretary Teson, to approve the Fire Chief to purchase station recliners not to exceed \$15,000. Roll Call: 4 Yes (Markowitz, Black, Teson, Naatz), 0 No, 1 Absent (Toussaint).

- b. Declare Surplus of Station Furniture: Staff would like to declare the old recliners surplus. Staff will offer chairs to employees and also reach out to local donation centers to see if they would like to repurpose the chairs. These chairs were purchased by the Foreign Fire Association in 2010 and are very worn.

Motion by President Naatz, seconded by Trustee Black, to approve declaring the old recliners surplus. Roll Call: 4 Yes (Markowitz, Black, Teson, Naatz), 0 No, 1 Absent (Toussaint).

- c. Declare Fire Prevention Bureau Vehicle Surplus: Staff seeks to declare surplus on Car #108 a 2009 Chevy Impala. Staff will take sealed bids internally with a reserve price of \$2,000.00. If the vehicle does not sell within the department, staff will place it up for auction with a reserve price of \$2,500.00.

Motion by President Naatz, seconded by Trustee Markowitz, to declare the 2009 Chevy Impala surplus and approve to move forward with the selling process. Roll Call: 4 Yes (Markowitz, Black, Teson, Naatz), 0 No, 1 Absent (Toussaint).

**Closed Session.** On a motion by President Naatz and seconded by Secretary Teson, to move to Closed Session for the purposes of Collective Negotiation Matters, and Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Employees of the Public Body at 5:45 p.m. Voice vote: 4 Yes (Markowitz, Black, Teson, Naatz), 0 No, 1 Absent (Toussaint)

Returned to Open Session from Closed Session at 6:24 p.m. with all still present. No action items to discuss.

**Adjournment.** There being no further business, motion by President Naatz, seconded by Treasurer Markowitz, to adjourn at 6:25 p.m. No discussion. Voice vote: 4 Yes (Markowitz, Black, Teson, Naatz), 0 No, 1 Absent (Toussaint)

Respectfully submitted,  
Maggie Whiting, Recording Secretary

APPROVED \_\_\_\_\_, 2020

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Rick Naatz  
President, Board of Trustees

ATTEST:

\_\_\_\_\_  
Charles Teson  
Secretary, Board of Trustees

# ALGONQUIN-LAKE IN THE HILLS FIRE PROTECTION DISTRICT

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## **BOARD OF TRUSTEES** **Algonquin-Lake in the Hills Fire Protection District** **Special Meeting Minutes of October 7, 2020** Training Room – 1020 West Algonquin Road, Lake in the Hills, IL

The meeting was called to order at 5:00 p.m.

### **I. ROLL CALL**

Present: Roll call vote: Trustee/President Naatz Trustee/Treasurer Markowitz, Trustee/Secretary Teson, and Trustee Black.

Also present: Fire Chief Kern, District Accountant James Howard, and District Attorney Joe Miller.

Absent: Trustee Toussaint

### **II. NEW BUSINESS**

Resolution 2020-104: Discussion held on the 2021-2024 Collective Bargaining Agreement.

On a motion by President Naatz and seconded by Secretary Teson, to approve Resolution 2020-104 Authorizing the Execution of a Collective Bargaining Agreement Between the Algonquin-Lake in the Hills Fire Protection District and the Algonquin-Lake in the Hills Firefighters Union, I.A.F.F. Local #3985. Roll Call: 4 Yes (Markowitz, Black, Teson, Naatz), 0 No, 1 Absent (Toussaint)

Fiscal Year 2021 Budget: James Howard provided a PowerPoint presentation to the Board of Trustees which included the following:

1. Proposed Budget 2021
2. 2021 Budget – Revenue Projection
3. 2021 Revenue Distribution
4. 2021 Budget – Operating Expenditure Highlights:
  - Full and Part-Time Firefighters
  - Health Insurance
  - Tort Liability Insurance
5. Expenditure Distribution
6. 2021 Budget – Operating Expenditure Highlights:
  - Fire Commission; pre-hire and promotional
  - Fire Prevention; Opticom maintenance and 7G hours
  - Haz-Mat; technician classes and Incident Management Systems
  - Pub Ed; Open House

- Wellness; fitness equipment replacement, Wellness physicals and pre-hire tests
- Honor Guard; new member equipment and equipment replacement
- Fire Investigations; CIFIA training
- Capital Project Highlights
  - Debt Service Fund
    - 2002 & 2018 Fire Notes
    - Motorola Radios
    - PNC Engine Lease
    - US Bank Lease
  - Capital Fund
    - Roof Repairs Station 1
    - Grate Repair Station 1
    - Concrete Repair Station 1
    - Nitrogen Generators
    - Power Load
    - Randall Road Project (Opticoms)
  - Vehicle Fund
    - Replace Ambulance 153
    - Refurbish Engine

7. Debt Service/Capital Expenditures

**III. CLOSED SESSION**

On a motion by President Naatz and seconded by Secretary Teson, to move to Closed Session for the purposes of Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Employees of the Public Body at 5:43 p.m. Voice vote: 4 Yes (Markowitz, Black, Teson, Naatz), 0 No, 1 Absent (Toussaint)

Return to Open Session from Closed Session with all still present at 6:25 p.m. No action items to discuss.

**IV. ADJOURN**

President Naatz moved to adjourn the meeting and it was seconded by Secretary Teson. The meeting was adjourned at 6:25 p.m.

APPROVED \_\_\_\_\_, 2020

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Rick Naatz  
President, Board of Trustees

ATTEST:

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Charles Teson  
Secretary, Board of Trustees