

**ALGONQUIN-LAKE IN THE HILLS FIRE PROTECTION DISTRICT
REGULAR BOARD MEETING AGENDA
October 27, 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 Swearing in Ceremony – Oath of Office

PUBLIC FORUM

SECRETARY'S REPORT Approve September 22, 2021 Regular Board Meeting minutes
Approve September 22, 2021 Closed Session Board Meeting minutes
Approve October 6, 2021 Special Meeting Minutes

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

ACCOUNTS PAYABLE October 8, 2021 Warrant Total \$170,537.73
October 27, 2021 Warrant Total \$151,647.92
September 2021 EFT \$3,345,233.97

CORRESPONDENCE

ATTORNEY REPORT

FIRE CHIEF'S REPORT Update on District activities

OLD BUSINESS

KERN:

NAATZ:

BLACK:

MARKOWITZ:

TESON:

MOSS:

NEW BUSINESS

KERN:

Resolution 2021-104 Truth in Taxation; Purchase of Tablets; Replacement of
Firefighter/Paramedic; Surplus Items

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 September, 22 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 Black, Trustee Moss.

Absent: Trustee/Treasurer Markowitz, Trustee/Secretary Teson.

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 August 25, 2021.

Agenda Approval. Agenda approved as presented.

Public Forum. No comments were offered.

Secretary's Report.

President Naatz nominated Trustee Black as pro tem Secretary.

President Naatz nominated Trustee Moss as pro tem Treasurer.

Motion by Trustee Black, and seconded by Trustee Moss to approve the August 25, 2021, regular board meeting minutes. Voice Vote: 3 Yes (Black, Moss, Naatz), 0 No, 2 Absent (Markowitz, Teson).

Motion by Trustee Black, and seconded by Trustee Moss, to approve the August 25, 2021, closed session board meeting minutes. Voice Vote: 3 Yes (Black, Moss, Naatz), 0 No, 2 Absent (Markowitz, Teson).

Treasurer's Report.

Motion by Trustee Moss, seconded President Naatz, 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: 3 Yes (Black, Moss, Naatz), 0 No, 2 Absent (Markowitz, Teson). Reports approved.

Accounts Payable.

- a. Motion by Trustee Moss seconded by Trustee Black, to approve payment of September 10, 2021, warrant totaling \$46,048.52. No discussion. Roll call vote: 3 Yes (Black, Moss, Naatz), 0 No, 2 Absent (Markowitz, Teson). Payment approved.
- b. Motion by Trustee Moss, seconded by President Naatz, to approve payment of September 22, 2021 warrant totaling \$142,199.25. No discussion. Roll call vote: 3 Yes (Black, Moss, Naatz), 0 No, 2 Absent (Markowitz, Teson). Payment approved.
- c. Motion by Trustee Moss, seconded by Trustee Black, to approve Electronic Funds Transfer for August 2021 totaling \$790,229.33. No discussion. Roll call vote: 3 Yes (Black, Moss, Naatz), 0 No, 2 Absent (Markowitz, Teson). 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.

- COVID-19 Mandate MOU with Local 3985: The District met with Local 3985 and established the COVID-19 MOU. Staff is notifying the MOU has been implemented in line with the Executive Order.
- IGA with Village of Lake in the Hills: District Staff worked with the Village of Lake in the Hills to update the Plan Review IGA.

Motion by President Naatz, seconded by Trustee Moss, to approve IGA with Village of Lake in the Hills for Plan Reviews and Inspections. No discussion. Roll call vote: 3 Yes (Black, Moss, Naatz), 0 No, 2 Absent (Markowitz, Teson).

- Promotion to the Rank of Captain: Captain Pelinski has announced to the District of his retirement effective September 24th, 2021. With his retirement it has created an opening for a Lieutenant to be promoted to Captain.

Motion by President Naatz, seconded by Trustee Moss, to approve the promotion of Lieutenant Kennedy from the Furlough List to Captain. No discussion. Roll call vote: 3 Yes (Black, Moss, Naatz), 0 No, 2 Absent (Markowitz, Teson).

Trustee/ Treasurer Markowitz joined the meeting at 5:25 p.m.

- Promotion to the Rank of Lieutenant: Subsequent to the promotion of Lieutenant Kennedy to Captain there is a vacancy for Lieutenant. Staff seeks approval to promote from the current Lieutenant Eligibility Register.

Motion by Trustee Moss, seconded by Trustee Black, to approve the promotion of a firefighter to the rank of Lieutenant from the current Lieutenant Eligibility Register. No

discussion. Roll call vote: 4 Yes (Black, Moss, Markowitz, Naatz), 0 No, 1 Absent (Teson).

- Replacement of Firefighter/Paramedic: District Staff recommends the replacement of a firefighter/paramedic spot for a member of the District who has resigned.

Motion by Trustee Moss, seconded by President Naatz, to approve the replacement of a firefighter/paramedic who has resigned. No discussion. Roll call vote: 4 Yes (Black, Moss, Markowitz, Naatz), 0 No, 1 Absent (Teson).

Closed Session.

Motion by President Naatz, seconded by Trustee Moss, to move to Closed Session at 5:31 p.m. for (4) - appointment, employment, compensation, discipline, performance or dismissal of employees of the public body. No discussion. Voice Vote: 4 Yes (Black, Moss, Markowitz, Naatz), 0 No, 1 Absent (Teson).

Return to Open Session. 6:48 p.m.

Action Items from Closed Session.

Motion by President Naatz, seconded by Trustee Moss, to approve Salary and Compensation Ordinance 2021-02. Voice Vote: 4 Yes (Black, Moss, Markowitz, Naatz), 0 No, 1 Absent (Teson).

Motion by President Naatz, seconded by Trustee Moss, to approve contract for Fire Chief Kern. Voice Vote: 4 Yes (Black, Moss, Markowitz, Naatz), 0 No, 1 Absent (Teson).

Adjournment. There being no further business, motion by President Naatz, seconded by Treasurer Markowitz, to adjourn at 6:48 p.m. No discussion. Voice vote: 4 Yes (Black, Moss, Markowitz, Naatz), 0 No, 1 Absent (Teson).

Respectfully submitted,
Therese Klicker, Recording Secretary

APPROVED _____, 2021

Rick Naatz
President, Board of Trustees

ATTEST:

Charles Teson
Secretary, Board of Trustees

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BOARD OF TRUSTEES **Algonquin-Lake in the Hills Fire Protection District** **Special Meeting Minutes of October 6, 2021** 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/Secretary Teson, Trustee Black and Trustee Moss.

Also present: Fire Chief Kern, Deputy Chief Knebl, Battalion Chief Busby and District Accountant James Howard.

Absent: Trustee/Treasurer Markowitz and Attorney Joe Miller.

II. NEW BUSINESS

Fiscal Year 2022 Budget: James Howard provided a PowerPoint presentation to the Board of Trustees which included the following:

1. Proposed Budget 2022
2. 2022 Budget – Revenue Projection
3. 2022 Revenue Distribution
4. 2022 Budget – Operating Expenditure Highlights:
 - Full and Part-Time Firefighters
 - Health Insurance
 - Tort Liability Insurance
5. Expenditure Distribution
6. 2022 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
 - Capital Project Highlights
 - Debt Service Fund
 - 2002 & 2018 Fire Notes
 - PNC Engine Lease

- US Bank Lease
 - Capital Fund
 - Roof Repairs Station 1
 - Grate Repair Station 1
 - Nitrogen Generators
 - Station 1 Kitchen Remodel
 - Vehicle Fund
 - Replace Engine 142
7. Debt Service/Capital Expenditures

III. ADJOURN

President Naatz moved to adjourn the meeting and it was seconded by Secretary Teson. The meeting was adjourned at 6:22 p.m.

APPROVED _____, 2021

Rick Naatz
President, Board of Trustees

ATTEST:

Charles Teson
Secretary, Board of Trustees