

BRAIDWOOD FIRE PROTECTION DISTRICT

Minutes of Meeting
September 21, 2021

A meeting of the Trustees of the Braidwood Fire Protection District was held on, September 21, 2021, at the Braidwood Fire Station located at 275 W. Main St. in the city of Braidwood, Illinois at 9:00 A.M.

Trustee Mike Dillon called the meeting to order and acted as Chairman thereof, and Charlie Boyd, Secretary of the District, acted as Secretary.

The following Trustees were present:

Charlie Boyd
Mike Dillon
Bill Ritze

Also present in person were Fire Chief Chris Jude, Administrative Assistant Kristin Wexell, EMS Coordinator Tonya Cavanaugh and Attorney John Motylinski.

The Chairman asked if there were any additions or corrections to the board meeting minutes from the meeting held on August 17, 2021, as distributed. Charlie Boyd made a motion that the minutes be approved as distributed, seconded by Bill Ritze. A voice vote upon the motion was taken and the Chairman declared that the motion unanimously passed.

The Treasurer's Report shows an account beginning balance of \$1,063,434.84, eight deposit(s) totaling \$87,627.55 and forty-five withdrawals totaling \$140,037.08, the ending account balance on August 31, 2021 is \$1,005,548.00. Mike Dillon moved that the Treasurer's report be accepted as presented. Charlie Boyd seconded the motion. A voice vote upon the motion was taken and the Chairman declared that the motion unanimously passed.

Charlie Boyd presented the bills to be paid as distributed, (see attached list as presented). Mike Dillon moved that the bills be paid, as presented. Bill Ritze seconded the motion. A voice vote upon the motion was taken and the Chairman declared that the motion unanimously passed.

Public Comment:

None

Communications:

- Community 1st Bank – correspondence confirming SCBA Bottles are paid in full
- Free Press – Notification of Publication for Request for Bid for Utility Truck
- Free Press – Notification of Publication for Annual Budget
- Diamond TIF Meeting Notification – September 22, 2021 at 0900 hours.
- Ottosen Britz- Stamped Filed Ordinance for Budget and Appropriations for Will and for Grundy Counties
- Ottosen Britz –Annexation Finalization for Deer Ridge.

Chief's Report:

Chief Jude distributed his full report, attached hereto. The items discussed are as follows:

- Personnel updates:
 - 2 resignations for Fire/EMS personnel, Paige Mack and Eric Percy
 - 1 termination for lack of participation, Evan Palmer
 - 2 new Interns, Finley Travis and Ryan Craig.
 - Nick Klucikowski has offered to assist with Quartermaster responsibilities.
 - Hayden Mack has requested a leave of absence until Medic School is complete.
- Chief Jude and Deputy Chief Pemble met with Keeversville Solar Energy for final walk through and reviewed instructions for power shut down and discussed expectations should Braidwood Fire have to respond to a fire on the property. Once there is a contract signed for the solar farm, a Knox Box will be installed.
- 2419 – Chief Jude has spoken with Quad County, who is expediting the repairs so that the truck will be in service soon. There is a shortage of tower trucks in service for our area.
- 2413 – Experienced an issue with turbo, truck has been sent Chandler for repair. Brakes will be installed while 2413 is at Chandler.
- AT&T Tower Project – the meeting scheduled for September 3rd to meet with AT&T was cancelled by them. AT&T will contact Chief Jude to reschedule.
- Vaccination Mandate by Government – our employees will have the choice to receive the vaccination or receive weekly COVID-19 swab testing.
- The City of Braidwood has offered to let BFPD utilize a property for training. The property is owned by the City but unused. The attorney recommends a lease agreement.
- Braidwood P.D. will be able to utilize the BFPD workout room, provided that they present a hold harmless letter and that we receive waivers signed by their employees.
- The minister from Coal City Methodist Church, Bradley Shumaker, has agreed to be our Chaplin.

Old Business:

- A. Faircom – (energy legislation, Exelon Agreement) – Mike Dillon reported that the Energy Climate Bill has passed in Illinois, which allows the Nuclear Power Plants to remain operating, saving the tax base. The Exelon Agreement with Braidwood Fire District ended last year and a new one will need to be negotiated by the end of this year. Mike Dillon will discuss with Mark Mitchell at the next FAIRCOM meeting.
- B. Future Training Opportunities –
 - Chief Summit – January 9 – 12, 2022 (Chief Jude)
 - IFCA Chief's Conference, October 17 – 20, 2021 (Charlie Boyd, Mike Dillon & Chief Jude)
 - IFSAP- Fall Seminar on September 23, 2021 -\$30.00 (Kristin Wexell)
 - Aurora Training Membership through IFSAP \$89.00 (Kristin Wexell)
 - Instructors Conference, Boot Camp – October (Tonya Cavanaugh)Charlie Boyd made a motion to approve the registration and travel expenses for the listed training opportunities, seconded by Bill Ritze. A voice vote upon the motion was taken and the Chairman declared that the motion unanimously passed.
- C. Braidwood Recreation Club Annexation (status update) – Attorney Motylinski received an update stating the item had fallen off of Judge Anderson's docket. That issue has been resolved and the Annexation should be complete by October 29, 2021.

- D. Discuss AT&T Antennae Tower Project Update and Agreements – AT&T will re-schedule the site visit, which they cancelled earlier this month. No other news to report on this project currently. AT&T's attorney has the land lease agreement, and assignment of lease for signature.
- E. 2491 Committee Report – Only one bid was received, which was from Alexis. Bill Ritze moved to accept the bid from Alexis, pending Committee approval and any changes needed, not to exceed \$90,000.00. Charlie Boyd seconded the motion. A voice vote upon the motion was taken and the Chairman declared that the motion unanimously passed.
- F. Annual calendar and checklist reviewed – Charlie Boyd reviewed the District Annual Checklist, we are on target. The annual tax levy ordinance will be reviewed and approved at the District Board Meeting in October or November.

Closed Meeting:

Not necessary

New Business:

1) Purchases requiring District Board approval –

- Drone - \$6,689.00
- Turnout Gear (5 sets) - \$12, 975.00
- Hydraulic Tool Maintenance Agreement - \$2,250.00 plus travel time, not to exceed \$2,400.00
- EMS Equipment - \$2,531.92, monitor lead cables
- Uniforms – \$1,190.00, Breast Cancer shirts
- Fire Prevention Week Materials - \$2,491.50, budgeted for schools
- Extrication shoring – Blitz Fire for 2412, \$7,288.00

Bill Ritze moved to approve the expenses as presented, motion seconded by Charlie Boyd. A voice vote upon the motion was taken and the Chairman declared that the motion unanimously passed.

2) Changed the date for the District Board Meeting, currently scheduled for October 19, 2021, move to October 26, 2021 due to scheduling conflict of IFCA Conference.

Mike Dillon moved to change the date of the next District Board Meeting from October 19, 2021 to October 26, 2021 as there is a scheduling conflict with the IFCA Conference. Bill Ritze seconded the motion. A voice vote upon the motion was taken and the Chairman declared that the motion unanimously passed.

3) Determine the 2021/2022 Levy – the Board discussed the amount to be levied.

Mike Dillon moved that Braidwood Fire Protection District levy 105% of 2021 tax extension. Bill Ritze seconded the motion. The Chairman conducted a roll call vote; Ayes 3 (Boyd, Dillon, Ritze), Nays 0, Absent 0. The Chairman declared that the motion passed.

4) Surplus TRT Trailer – The board discussed the need to surplus the TRT Trailer.

Bill Ritze moved to surplus the TRT Trailer, the motion was seconded by Mike Dillon. A voice vote upon the motion was taken and the Chairman declared that the motion unanimously passed.

5) Surplus Riding Lawn Mower – Deputy Chief Pemble will attempt repair before surplusing.

6) Discuss and possibly approve replacement for current bookkeeper- The Board discussed the qualifications and experience of applicant Teri Post for Bookkeeper, and the need to replace Jean Lissy as she has submitted her resignation.

Bill Ritze moved to hire Teri Post for the Bookkeeper position at a payrate of \$20.00 per hour. Mike Dillon seconded the motion. A voice vote upon the motion was taken and the Chairman declared that the motion unanimously passed.

The Chairman then stated that the next regular meeting would be held on October 26, 2021 at 9:00 A.M. at the Braidwood Fire Station.

Upon motion duly made and seconded the meeting was adjourned.

Braidwood Fire Protection District

Transaction List by Vendor

August 2021

DATE	TRANSACTION TYPE	NUM	POSTING	MEMO/DESCRIPTION	ACCOUNT	AMOUNT
Airgas USA, LLC						
08/10/2021	Check	3624	Yes		BFPD Main Checking Account	-58.70
Airwans						
08/10/2021	Check	3625	Yes		BFPD Main Checking Account	-69.00
08/13/2021	Check	3668	Yes		BFPD Main Checking Account	-69.00
Amazon						
08/02/2021	Expenditure		Yes	Other Debit(s)	BFPD Main Checking Account	-134.30
08/02/2021	Expenditure		Yes	Other Debit(s)	BFPD Main Checking Account	-312.22
08/03/2021	Expenditure		Yes	Other Debit(s)	BFPD Main Checking Account	-217.97
08/04/2021	Expenditure		Yes	Other Debit(s)	BFPD Main Checking Account	-247.90
08/04/2021	Expenditure		Yes		BFPD Main Checking Account	-247.90
08/05/2021	Expenditure		Yes	Other Debit(s)	BFPD Main Checking Account	-17.79
08/05/2021	Deposit		Yes	Miscellaneous Credit(s)	BFPD Main Checking Account	125.60
08/18/2021	Expenditure		Yes	Other Debit(s)	BFPD Main Checking Account	-17.79
08/30/2021	Expenditure		Yes	Other Debit(s)	BFPD Main Checking Account	-499.00
analysis s/c						
08/13/2021	Expenditure		Yes	Miscellaneous Fee(s)	BFPD Main Checking Account	-102.50
Andres Medical Billing, Ltd.						
08/10/2021	Check	3626	Yes		BFPD Main Checking Account	-1,545.16
AT & T						
08/31/2021	Check	3649	Yes	815458-2121 097 7	BFPD Main Checking Account	-147.44
08/31/2021	Check	3650	Yes	831-000-7569 278 831-000-7549 274	BFPD Main Checking Account	-813.42
AT & T Mobility						
08/10/2021	Check	3623	Yes	Invoice #2872891491256X06012021	BFPD Main Checking Account	-154.90
Berkot's Super Foods						
08/10/2021	Check	3627	Yes		BFPD Main Checking Account	-64.62
BlueCross BlueShield of Illinois						
08/18/2021	Check	3644	Yes	9-1-21 / 10-1-21	BFPD Main Checking Account	-2,671.02
BTI Tire & Alignment						
08/31/2021	Check	3651	Yes		BFPD Main Checking Account	-339.90
CAMZ Communications, Inc.						
08/13/2021	Check	3669	Yes		BFPD Main Checking Account	-340.00
CDS Office Technologoies						
08/31/2021	Check	3652	Yes	Invoice 1388519	BFPD Main Checking Account	-6.00
Charley's Beef						
08/11/2021	Expenditure		Yes		BFPD Main Checking Account	-45.89
Chris Jude						
08/04/2021	Check	3614	Yes		BFPD Main Checking Account	-460.00
City of Braidwood						
08/04/2021	Check	3609	Yes	001249000	BFPD Main Checking Account	-32.39

Comcast

Braidwood Fire Protection District

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DATE	TRANSACTION TYPE	NUM	POSTING	MEMO/DESCRIPTION	ACCOUNT	AMOUNT
08/10/2021	Check	3628	Yes	877120016003287	BFPD Main Checking Account	-313.84
08/13/2021	Check	3670	Yes	877120016003287	BFPD Main Checking Account	-211.34
Compass Insurance Partners						
08/17/2021	Check	3636	Yes	Invoice 9056	BFPD Main Checking Account	-727.00
Conway Shield						
08/31/2021	Check	3653	Yes	Invoice 0475757	BFPD Main Checking Account	-354.20
Custer Park Fire Prot. Dist.						
08/18/2021	Check	3643	Yes		BFPD Main Checking Account	-8,626.91
D'Orazio Ford						
08/04/2021	Check	3611	Yes		BFPD Main Checking Account	-162.27
ECOLAB Pest Elimination						
08/10/2021	Check	3629	Yes		BFPD Main Checking Account	-156.99
Emergency Medical Products						
08/10/2021	Check	3630	Yes	2272994 & 2272995	BFPD Main Checking Account	-286.39
08/18/2021	Check	3645	Yes	2272994 & 2272995	BFPD Main Checking Account	-11.97
Eternally Green						
08/17/2021	Check	3637	Yes	Invoice 29566-325663-0	BFPD Main Checking Account	-55.00
Etsy						
08/03/2021	Expenditure		Yes	Other Debit(s)	BFPD Main Checking Account	-41.98
Fisher Auto Parts						
08/31/2021	Check	3654	Yes		BFPD Main Checking Account	-179.00
Hannah Zackavec						
08/13/2021	Check	3666	Yes		BFPD Main Checking Account	-134.53
Happy Cafe						
08/11/2021	Expenditure		Yes		BFPD Main Checking Account	-27.56
Hinkley Springs						
08/10/2021	Check	3631	Yes		BFPD Main Checking Account	-142.05
IFSAP						
08/31/2021	Check	3655	Yes		BFPD Main Checking Account	-30.00
Illinois Fire Chiefs Association						
08/31/2021	Check	3656	Yes	Invoices 2516 and 2517	BFPD Main Checking Account	-400.00
Illinois Fire Safety Alliance						
08/31/2021	Check	3657	Yes	Invoice 0064	BFPD Main Checking Account	-400.00
Illinois Public Risk Fund						
08/24/2021	Check	3647	Yes		BFPD Main Checking Account	-5,050.00
Insight Direct USA, Inc						
08/04/2021	Check	3613	Yes	Invoices 11137181 and 919811546	BFPD Main Checking Account	-1,731.94
Intuit Quickbooks						

Braidwood Fire Protection District

Transaction List by Vendor

August 2021

DATE	TRANSACTION TYPE	NUM	POSTING	MEMO/DESCRIPTION	ACCOUNT	AMOUNT
08/23/2021	Expenditure		Yes	Other Debit(s)	BFPD Main Checking Account	-50.00
JCM Uniforms, Inc.						
08/17/2021	Check	3639	Yes		BFPD Main Checking Account	-84.00
Jones-EEZ BBQ						
08/11/2021	Expenditure		Yes		BFPD Main Checking Account	-165.47
Lauterbach & Amen, LLP						
08/04/2021	Check	3615	Yes		BFPD Main Checking Account	-425.00
Liberty National - Global Life						
08/04/2021	Check	3612	Yes	account # 96788	BFPD Main Checking Account	-1,844.45
08/31/2021	Check	3658	Yes	account # 96788	BFPD Main Checking Account	-1,818.55
McMaster-Carr						
08/10/2021	Check	3632	Yes	Invoice #62781082	BFPD Main Checking Account	-87.93
Menards						
08/11/2021	Expenditure		Yes		BFPD Main Checking Account	-9.88
Michaels						
08/16/2021	Expenditure		Yes	Other Debit(s)	BFPD Main Checking Account	-129.41
08/16/2021	Expenditure		Yes	Other Debit(s)	BFPD Main Checking Account	-21.75
Morris Hospital & Healthcare Centers						
08/04/2021	Check	3616	Yes		BFPD Main Checking Account	-498.24
Nicor Gas						
08/04/2021	Check	3617	Yes	66-26-91-200 3	BFPD Main Checking Account	-190.45
08/31/2021	Check	3661	Yes	66-26-91-200 3	BFPD Main Checking Account	-184.03
Ottosen DiNolfo						
08/17/2021	Check	3640	Yes		BFPD Main Checking Account	-1,646.75
paypal						
08/05/2021	Expenditure		Yes	Other Debit(s)	BFPD Main Checking Account	-20.23
08/27/2021	Expenditure		Yes	Other Debit(s)	BFPD Main Checking Account	-1,625.00
Pinkerton Oil Company						
08/10/2021	Check	3633	Yes		BFPD Main Checking Account	-793.54
08/31/2021	Check	3659	Yes	Invoice IN-281128	BFPD Main Checking Account	-771.77
Pomp's Tire Service, Inc						
08/10/2021	Check	3634	Yes		BFPD Main Checking Account	-505.00
Quad County Fire Equipment & FTR						
08/18/2021	Check	3646	Yes		BFPD Main Checking Account	-296.50
Rachel Mammosser						
08/10/2021	Check	3620	Yes		BFPD Main Checking Account	-247.53
Republic Services						
08/31/2021	Check	3660	Yes		BFPD Main Checking Account	-124.28

Sam's Club

Braidwood Fire Protection District

Transaction List by Vendor

August 2021

DATE	TRANSACTION TYPE	NUM	POSTING	MEMO/DESCRIPTION	ACCOUNT	AMOUNT
08/16/2021	Expenditure		Yes	Other Debit(s)	BFPD Main Checking Account	-294.13
Tonya Cavanaugh						
08/04/2021	Check	3610	Yes	W. J. Jackson memorial	BFPD Main Checking Account	-177.27
08/17/2021	Check	3635	Yes		BFPD Main Checking Account	-45.00
Trans America Retirement Solutions						
08/06/2021	Expenditure		Yes	ACH Debit(s)	BFPD Main Checking Account	-2,797.82
08/20/2021	Expenditure		Yes	ACH Debit(s)	BFPD Main Checking Account	-2,800.49
Universal Printing Solutions, Inc.						
08/17/2021	Check	3642	Yes	Invoice #243182	BFPD Main Checking Account	-248.40
Verizon Wireless						
08/17/2021	Check	3641	Yes		BFPD Main Checking Account	-683.02
WESCOM						
08/04/2021	Check	3619	Yes	Invoice #092021-02	BFPD Main Checking Account	-10,722.45
WEX Bank						
08/24/2021	Check	3648	Yes		BFPD Main Checking Account	-194.53
Whitmore Ace Hardware						
08/04/2021	Check	3618	Yes	Account #10540	BFPD Main Checking Account	-417.74
Zions Bank						
08/12/2021	Deposit		Yes	Incoming Fedwire(s)	BFPD Main Checking Account	11,027.30
Zoom Video Communications, Inc.						
08/16/2021	Expenditure		Yes	Other Debit(s)	BFPD Main Checking Account	-14.99



BRAIDWOOD
FIRE PROTECTION DISTRICT
275 W. Main P.O. Box 309 Braidwood, IL 60408
Station (815) 458-2000 | Fax 815-458-3636

CHIEFS MONTHLY REPORT
Sept. 21st 2021

<u>Call Report for Aug. 2021</u>		<u>Call Report for July 2021</u>	
Braidwood	106	Braidwood	115
Out of District	47	Out of District	61
Total-	153	Total-	176

Calls of Significance:

Number of Vehicles and Boat trailers recovered from the Braidwood Lake

Personnel

New Personnel

- Paige Mack and Eric Percy resigned
- Evan Palmer terminated
- 2 New Intern EMT's Finley Travis, Ryan Craig

Paramedic Students

- Morris Hospital 19-20 Class - Ed Theis (Still waiting to Re-test)
- Morris Hospital 20-21 Class - Nick Klucikowski, Nate Mrozek
- St. Mary's Hospital 21-22 Class - Hayden Mack, David Tatroe, Ryan Cavanaugh, Cody Cabada

Personnel Status

- Nick Klucikoski new assistant Quarter master
- Hayden Mack requested a leave of absence until medic school is complete in Nov.
- Austin Plumley possibly leaving for full time work up North

Fire Prevention/Inspections

- Keeverville Solar Energy (34461 S Rt 53, Braidwood) – completed DC Pemble and I met with contractor and completed a final walk through.
- Mighty's Towing & Recovery (141 s. Will Rd.) – Working on Fire Alarm quotes and city violations.
- Ultimate Rides (Main & Hickory)- Nothing new, No documents received to date.
- Federated Bank (264 s. Front St.) – Passed / Open for business (mortgages only at this time)
- US bank Building has new owner's relator owns it trying to sell or lease it.
- I added Landing Zones into FLOW MSP program

HR / Payroll

Payroll

- Nothing to report

Training

- Training Officer Jake Bolatto working on modifications on Target for our drivers' books
- We continue to have joint trainings with Coal city and Braceville

Shabbona Fire Academy

- Applications due Oct. 31st
- I'm going to still run it this year and see how it goes.

EMS

Paramedic Students

- Morris Hospital 20-21 Class – 3 members
- St. Mary's Hospital 21-22 Class – 5 members
- Morris Hospital 21-22 Class- 2 members

Rescue Task Force – On going

- Purchasing of equipment in 2021-22 budget
- 5 Sets of gear (3-engine, 2-Ambu)
- Free Training by Division and Grundy County Sherriff

Vehicles/Apparatus

- 2419 at Quad County still should be back soon.
- 2416 Estimate came in for modifications
- Apparatus Appraisals received Insurance updated the values.
- Apparatus PM's to start when 2419 returns

- 2413 out of service again due to turbo issues Mike Favero handling may be out of service

- 2491 Bids will have to be reviewed by committee once we get them.

Fire Station

- Niederman exhaust system repairs but will follow up with this when 2416 exhaust gets reworked.
- Parking Lot expansion joint work

AT&T tower project

- I was supposed to meet with them on Sept. 3rd but they had to cancel and said they will reschedule for further date and time.

Discussion Items for Meeting

- Personnel:
 - Vaccination Mandates from Governor and the possibility of Federal mandates
- Apparatus changes-
 - 2416- **Estimate** \$43,000 and some change
 - CART trailer –**Appraisal** to sell at \$46,000 need to surplus it/
 - 2491 Bid Package
 - Riding lawnmower
- Training / District Classes for 2021
 - A/C Jude – Incident Command classes in Aurora in fall
- Budget
 - Approval of 7 Purchase orders exceeding \$ 1000
- Misc.
 - Request from PD to use the gym facilities we have, waivers and hold harmless letter needed
 - Future agreement with city for land use for training cans, what do we need?
 - Chaplin Update. Bradley Shumaker
 - Officer Meet and Greet with Custer Park here this Thursday