

## BRAIDWOOD FIRE PROTECTION DISTRICT

Minutes of Meeting

March 21, 2023

A meeting of the Trustees of the Braidwood Fire Protection District was held on March 21, 2023, at the Braidwood Fire Station located at 275 W. Main St. in the city of Braidwood, Illinois at 0900 hours.

Bill Ritze called the meeting to order and acted as Chairman, and Charlie Boyd, Secretary of the District, acted as Secretary.

The following Trustees were present:

Charlie Boyd

Bill Ritze

Absent:

Mike Dillon

Also present in person were Fire Chief Chris Jude, Executive Assistant Kristin Wexell, Administrative Assistant Teri Post and Attorney John Motylinski.

The Chairman asked if there were any additions or corrections to the board meeting minutes from the meeting held on February 21, 2023, as distributed. Attorney Motylinski recommended that the Minutes be corrected, as New Business Item 3 should include “and that this \$70,000.00 should cover any and all contributions that may be owed by Chief Jude up until December 5, 2022.” Bill Ritze made a motion that the minutes be approved with the correction to New Business Item 3, adding “and that this \$70,000.00 should cover any and all contributions that may be owed by Chief Jude up until December 5, 2022.”. The motion was seconded by Charlie Boyd. A voice vote upon the motion was taken and the Chairman declared that the motion unanimously passed.

The Monthly Treasurer’s Report shows an account beginning balance on February 1, 2023, of \$1,175,266.45, two deposit(s) totaling \$55,250.71 and fifty-four withdrawals totaling \$190,425.67, the ending account balance on February 28, 2023, is \$1,039,456.59. Charlie Boyd moved that the Treasurer’s report be accepted as presented. Bill Ritze 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 (see attached list). Charlie Boyd 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:

- Will County Board of Review – Residential tax appeal
- Will County Clerk - Error on the tax rate calculation, will be recalculated and re-sent
- Will County EMA – County Agency Contact Book

## Fire Chief's Report:

Chief Chris Jude presented his report to the Board. The entire report is attached hereto, however the items discussed are as follows:

- February call volume is 143, the same amount of calls received in January.
- 660 W Second St fire has prompted Chief to meet with the building manager to get more Knox box keys to make search/rescue/evacuation easier in the event of a potential future emergencies. Chief Jude will also attend regular coffee discussions with the senior housing residents to discuss safety, evacuation plans, and work on getting residential unit fire prevention inspections scheduled to address individual fire safety concerns.
- Route 113 Irish Lane MVA in Custer Park Fire District had two fatalities. Braidwood was the first on scene of the Custer Park FPD incident involving two vehicles fully involved with 2 fatalities. Braidwood Fire was called back to the scene to assist with clean up after the accident investigation was completed.
- Work on the Training Ground will begin soon with grading the tower location.
- Outside training opportunities have increased, more firefighters have been attending classes for certifications.
- TRT team member shirts are being considered, similar to Water Rescue shirts that were ordered.
- 2412 Replacement Committee will be discussed in the next Officer's Meeting, as there is a 2-year lead time on Fire Engine builds.
- 2414 Committee will be going to do final inspection and hope to return with the ambulance on Thursday.
- 2401 Command Vehicle is on the replacement schedule for next budget year.
- Looking into Solar Farm tax assessment for the farm located south of town.

## Old Business:

- A. Faircom – no new developments to report.
- B. Future Training Opportunities –
  - IFSAP Conference - April 19 – 21<sup>st</sup>, in Galena \$500.00 (registration, lodging and meals) – Kristin intended to ask for permission to attend, but has since received jury duty notice, no action needed.
  - Charlie Boyd reported that OMA and FOIA webinars have been scheduled by the Attorney General's Office on 5/7, 5/11 & 5/12.
- C. Discuss AT&T Antennae Tower Project Update and Agreements – Nicor is dragging their feet. There is no response on an updated projected deadline. ATT is currently 2 months behind in paying the rent payment. Lease Consultant is working on getting answers.
- D. 2414 re-chassis – Chief Jude discussed when presenting his report.
- E. Dayroom Committee Report – color selections have been made, as well as furniture and blind selections, a quote has been received from Bill Shorkey Painting.
- F. Update on Custer Park FPD responses – A Special Meeting between Custer Park FPD and Braidwood FPD Boards is scheduled for 5:00 PM on March 23<sup>rd</sup>.
- G. Review Annual Calendar and Checklist Items –
  - All checklist items are up to date.

## Closed Meeting:

Not needed

New Business:

1.) Purchases requiring Board approval:

- a) Teletch – Avaya Phone System equip and install \$6,912.00 (received IEMA Grant)
- b) ESO EHR Program, \$8,667.50, this is for the patient care reporting platform.
- c) Target Solutions/Vector Inventory Module, \$2,502.53, to be used for ambulance, equipment, and apparatus checks and inventories.
- d) Air One E-Fans, \$4,395.00 (quote is \$400.00 less than Alexis' price per unit)
- e) lamresponding Annual Renewal, \$810.00 for 1 year renewal for text communications and incident text notification for all on roster.

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

- f) Shorkey painting - \$1,460.00 for painting exterior doors and door trim throughout building.

2.) Discussion and possible approval on Day Room Project Budget Amount – Chief presented the quote from Shorkey painting for the dayroom in the amount of \$4,300.00, The cost of the blinds selected (8) at \$66.00 each, and the TV console and end tables approximately \$800.00 with delivery.

Charlie Boyd moved to approve the Day Room Committee Budget not to exceed \$6,500.00. Bill Ritze seconded the motion. A voice vote upon the motion was taken and the Chairman declared that the motion unanimously passed.

- 3.) Discussion and possible approval on how to proceed with Custer Park FPD incident responses - No action at this time. The Boards meet together in a Special Meeting later this week.
- 4.) Review and possible approval of the Will County Preliminary Tax Extension Rate Calculation – Attorney Motylinski reviewed and confirms that the calculations for Grundy County can be signed and returned. We are still waiting for Will County to send the re-calculation amounts for review.

The Chairman then stated that the next regular meeting will be on April 18, 2023 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

February 2023

DATE	NUM	MEMO/DESCRIPTION	AMOUNT
AARP - Refund Dept.			
02/23/2023	Refund 12122018		101.69
02/23/2023	4575		-101.69
Airgas USA, LLC			
02/14/2023	9134350957 1/26/23	oxygen	521.16
02/14/2023	2055093 1/31/23	oxygen	34.20
02/14/2023	4555		-555.36
Airwans			
02/14/2023	177469 2/1/23	Internet	74.95
02/14/2023	4556		-74.95
Alexis Fire Equipment Co.			
02/14/2023	0074881-IN 2/1/23	apparatus	33.24
02/14/2023	4557		-33.24
Andres Medical Billing, Ltd.			
02/14/2023	022023BWIL 1/31/23	Medical Billing	2,927.29
02/14/2023	4559		-2,927.29
BlueCross BlueShield of Illinois			
02/21/2023	3/1-4/1/23		5,305.33
02/21/2023	4401		-5,305.33
Braidwood Baseball Softball Association			
02/23/2023	sponsor		650.00
02/23/2023	4576		-650.00
Chief Shabbona Firefighter Training Association			
02/02/2023	2nd install 2023 acad	2023 FF Academy - 2nd install (\$300.00 each)	450.00
02/02/2023	4543		-450.00
City of Braidwood			
02/02/2023	1/1/23-1/31/23 sewer	Utilities	46.56
02/02/2023	4544		-46.56
Community Olds Pontiac GCM Truck, Inc.			
02/14/2023	234454 1/31/23	apparatus maint	1,178.46
02/14/2023	4563		-1,178.46

D'Orazio Ford

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DATE	NUM	MEMO/DESCRIPTION	AMOUNT
02/14/2023	203541 1/25/23	apparatus maint	3,469.24
02/14/2023	4558		-3,469.24
Emergency Medical Products			
02/02/2023	2521542 1/27/23	EMS supplies	6.78
02/02/2023	4545		-6.78
02/14/2023	2524410 2/7/23	EMS supplies	95.40
02/14/2023	2525178 2/8/23	EMS supplies	5.06
02/14/2023	2526277 2/14/23	EMS supplies	42.24
02/14/2023	4560		-142.70
Equitable Financial Life Insurance Company of America			
02/23/2023	1391333 2/13/23	long term disability insurance Wexell and Jude	275.41
02/23/2023	4577		-275.41
Fireground Supply, Inc.			
02/02/2023	20946 1/27/23	clothing	195.66
02/02/2023	20947 1/27/23	clothing	154.95
02/02/2023	20948 1/27/23	clothing	3,093.57
02/02/2023	20945 1/27/23	clothing	109.98
02/02/2023	19519 10/4/22	clothing	608.63
02/02/2023	19759 10/19/22	clothing	520.00
02/02/2023	4546		-4,682.79
02/14/2023	21050 1/31/23	clothing	100.99
02/14/2023	21131 2/10/23	clothing	85.99
02/14/2023	21130 2/10/23	clothing	89.99
02/14/2023	4561		-276.97
02/23/2023	21213 2/16/23		824.00
02/23/2023	4578		-824.00
Fisher Auto Parts			
02/02/2023	311-603455 1/30/23	apparatus maintenance	14.44
02/02/2023	4547		-14.44
Fleet Safety Supply			
02/14/2023	80376 1/30/23		376.22
02/14/2023	4562		-376.22
HFS Bureau of Fiscal Operations - GEMT			
02/23/2023	2022120331017GEMT2022	GEMT	39,242.66
02/23/2023	4579		-39,242.66

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Hinkley Springs			
02/14/2023	25011350021023	water & cooler rental	259.30
02/14/2023	4564		-259.30
Illinois Public Risk Fund			
02/23/2023	79703 2/13/23	WC Insurance	5,685.00
02/23/2023	4580		-5,685.00
Image Systems & Business Solutions - McGrath			
02/02/2023	373680 1/24/23	copier contract	216.91
02/02/2023	4548		-216.91
Jude, Chris			
02/23/2023	Reimburse		407.60
02/23/2023	4581		-407.60
Kat Gellert			
02/23/2023	0372 2/17/23		1,440.00
02/23/2023	4582		-1,440.00
Lauterbach & Amen, LLP			
02/14/2023	74550 2/3/23	accounting svcs	438.00
02/14/2023	4565		-438.00
Liberty National - Global Life			
02/02/2023	Acct. #96788 Feb 23	Other Benefits	1,940.74
02/02/2023	4549		-1,940.74
Microsoft			
02/14/2023	E00400LVX4B 2/2/23	IT software	15.25
02/14/2023	4567		-15.25
Municipal Emergency Services Inc.			
02/14/2023	IN1824563 1/31/23	SCBA	1,290.80
02/14/2023	4566		-1,290.80
National Government Services			
02/23/2023	Refund 12122018		398.62
02/23/2023	4583		-398.62
Nicor Gas			
02/02/2023	Acct#6626912000 3 1/2	natural gas	1,866.01

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DATE	NUM	MEMO/DESCRIPTION	AMOUNT
02/02/2023	4550		-1,866.01
Ottosen DiNolfo			
02/14/2023	152412 1/31/23	Legal	1,645.00
02/14/2023	4568		-1,645.00
Payroll			
02/17/2023	2/17/23 Payroll		50,152.70
02/17/2023	EFT		-50,152.70
02/28/2023	3/3/23 Payroll		49,860.53
02/28/2023	EFT		-49,860.53
Phoenix Fire Systems DBA Basic Fire			
02/02/2023	56527 1/24/23	hydroing portable O2 bottles	238.50
02/02/2023	4551		-238.50
Pinkerton Oil Company			
02/14/2023	IN525791 2/2/23	fuel	909.81
02/14/2023	4569		-909.81
02/23/2023	IN531908 2/17/23	fuel	799.75
02/23/2023	4584		-799.75
Republic Services			
02/23/2023	0721-007446011 022023	Garbage Service	170.12
02/23/2023	4585		-170.12
Ron Armstrong			
02/14/2023	#2 January	Bldg. maint	650.00
02/14/2023	4570		-650.00
State Industrial Products			
02/23/2023	902790494 3/1/23	Building supplies	451.00
02/23/2023	4586		-451.00
Stryker Sales Corporation			
02/14/2023	4038969 M 2/2/23		8,709.30
02/14/2023	4571		-8,709.30
02/17/2023	4042216 2/6/23		1,461.15
02/17/2023	4419		-1,461.15
Trans America Retirement Solutions			
02/03/2023	2/3/23 457		1,275.48

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02/03/2023	EFT		-1,275.48
02/17/2023	02172023 457		1,281.46
02/17/2023	EFT		-1,281.46
02/28/2023	EFT	Voided	0.00
US Bank			
02/14/2023	February		6,314.91
02/14/2023	4572		-6,314.91
Verizon			
02/14/2023	9926694896 2/1/23	cell phone	1,358.52
02/14/2023	4573		-1,358.52
WESCOM			
02/02/2023	20230302	Dispatching	10,704.43
02/02/2023	4552		-10,704.43
Wex Bank (Wex Fleet)			
02/02/2023	172749 12/31/22	fuel	36.16
02/02/2023	4623 1/26/23	fuel	49.88
02/02/2023	891499 1/23/23	fuel	68.21
02/02/2023	748281 1/19/23	fuel	51.59
02/02/2023	6435 1/28/23	fuel	54.79
02/02/2023	478469 1/23/23	fuel	27.59
02/02/2023	281498 2/20/23	fuel	21.38
02/02/2023	4553		-309.60
Whitmore Ace Hardware			
02/02/2023	267040 1/29/23	building supplies	43.89
02/02/2023	266915 1/6/23	building supplies	14.99
02/02/2023	266959 1/14/23	building supplies	143.51
02/02/2023	266949 1/11/23	building supplies	5.58
02/02/2023	267044 1/29/23	building supplies	44.99
02/02/2023	4554		-252.96





**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**  
March 21<sup>st</sup> , 2023

\*Items in **BOLD** are new items

Call volume Report- See attached reports for January and **February**

Calls of Significance:

- **660 W. Second Fire- More Keys added to Knox Box. Talked to owner about inside bells. 2401 and PD will attend coffee time next Tuesday, and hopefully every other Tuesday thereafter.**
- **Custer Parks MVA/Car fires and double fatal**

Meetings/Events Attended since last district meeting-

- **Grundy County Chiefs Meeting**
- **WESCOM Fire OPS meeting**
- **Chief and Coordinators WebEx Meeting**
- **Taught 2 Nights of Chief Shabbona Academy**
- **Pre-Final Inspection of 2414 at Crossroads**

Personnel

- New Staff- Nothing to report
- New Interns- Nothing to report
- New Cadets- Nothing to report
- New POC's- Nothing to report
- Employee's resigning- Nothing to report
- Full time Employee's- **2nd 30-day evaluation completed all 3 FF/P's, they are doing well.**

Paramedic Students

- St. Mary's Hospital 21-22 Class - David Tatroe, Ryan Cavanaugh, (trying to pass state test)
- Morris Hospital 21-22 Class- Alexa Kubinski, Drew Crompt, trying to pass state test
- Morris Hospital 22-23 Class- Hayden Mack and Finley Travis attending
- Silver Cross 21-22 Class- Ethan Kennedy graduated waiting to pass state exam
- Newley Certified Medics- Cody Cabada, Carl Michalek

### Fire Prevention/Inspections

- Ultimate Rides (Main & Hickory)- Received preliminary prints to review.
- Still Working with City on replacing 4-inch mains with larger mains on S. Division, W. 3<sup>rd</sup> St., W. Bergera - Nothing new to report
- Truck Stop at Reed Rd. and Interstate 55- Nothing new to report.
- Jewel Osco- Reviewed first set of drawings given to me by the developer.
- Life Safety Inspections - Completed for 2023
- Received prints for the new building replacing old laundromat.
- Working with City to update our IFC Building Codes to 2015
- **Found some concerns with Senior Living Housing that I have been working with the building owner to correct. I will be regularly attending a coffee time at the senior complex, it will be every other Tuesday.**

### Training

- Shabbona Fire Academy- Going well still have 21 students.
- **Grading of the property should be starting this week.**
- **We have been sending numerous people to outside classes.**

### EMS –

- Nothing new to report

### DICO-

- Nothing new to report

### Specialty Teams –

- *Rescue Task Force*- Nothing New to report
- *Water team*- Nothing new to report
- **TRT- Entertaining the Idea of designing a shirt for the TRT team, as we did with the Water team.**
- *General*- We will be sending the full-time guys to Specialty Teams classes this year so that we have a tech level staff member on all shifts other than myself.

### Vehicles/Apparatus

- 2411- In Service
- 2412- In Service **Looking to form a Committee during the May Officers meeting for replacement.**
- 2413- In Service
- 2414- **Should be back Thursday, we will then stock and get IDPH in for inspection**
- 2415- In service-
- 2425- In Service, **will go into Crossroads for them to Install bumper once 2414 is in service.**
- 2416- In service
- 2419- In service
- 2488- In service
- 2490- In reserve
- 2491- In service
- Boat 1 – In service

- **Command Buggies- 2401 buggy up for replacement - going to spec out a 2024 Suburban**

#### Fire Station

- Need to rent some dumpsters in the spring for spring cleaning of the upstairs.
- **Decorating committee has come up with a plan and colors I will go over them at district meeting along with Quote from the painter.**
- **Numerous doors need to be repainted through out the station, review of the quote for repainting.**
- **All old apparatus pictures reframed and moved to the hallway between the gym and the bunk rooms. Still waiting for a few missing photos of the new apparatus.**
- **New digital phone system and phones installed in the station, returning Thursday to wrap up some loose ends.**

#### AT&T tower project

- Nothing new to report

#### Discussion Items for Meeting

- Misc.
  - Approval Purchase orders exceeding \$1,000.00.
- **Discussion on status of Custer Park.**
- **Discussion of what we receive from solar farm for taxes that is off Route 53.**

This concludes my report for March.