

MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
OF THE ROCHESTER FIRE PROTECTION DISTRICT

On the thirteenth day of July, 2022, the regular meeting of the Board of Trustees of the Rochester Fire Protection District was held at 7:00 p.m., pursuant to notice, 700 East Main Street, Rochester, Illinois. In attendance were the Trustees of the District: Trustee Fairchild, Trustee Ritterbusch, Trustee McBride, Trustee Spurgeon and Trustee Romadka. The Chief, John Archer, was also present as were members of RFPD and the Public. Counselor, David Livingstone, was not present at this meeting.

The first order of business was the taking of the roll call. All Trustees present and a quorum was established.

The next item of business was the Open Public Hearing For Comment on the FY 22-23 Budget and Appropriation Ordinance. President McBride opened the Public Hearing for public comment on the Budget for the FY 22-23. With no public comment forthcoming, President McBride closes the hearing. President McBride stated that there is an increase in the cost of the Starcom Radio System and that increase is reflected in the Budget. President McBride then asked for a motion to approve the FY 22-23 Budget. Trustee Romadka provided the appropriate motion and seconded by Trustee Ritterbusch. After some discussion of the Fuel Line Item in the Budget, the Board was polled with all the Trustees voting in favor to approve FY 22-23 Budget.

The next item of business was the Review and Approval of Minutes From Previous Meeting(s). Counselor, David Livingstone, suggested via email, that the June 8th minutes be amended in the listing of the donated items and that the receiving organization had been mistakenly listed as Lincoln Land Community College Career Center. It should have been Capitol Area Career Center. A motion to approve the amended June 8th minutes was made by President McBride and seconded by Trustee Spurgeon. Polled the Board and all in favor. President McBride informed the Board that he will email the corrected copy to the minutes to all the Trustees for their signatures.

The next item of business was the Treasurer's Report. Trustee Romadka provided the Board with the Treasurer's report. Motion to accept the report was made by President McBride and seconded by Trustee Spurgeon. Polled the Board and all in favor.

The next item of business was the Chief's Report.

June 16 — RFPD presented fire safety and apparatus display to Silverleaf Day Care students and staff.

June 17 — Chief met with Carriage Crossing Director to plan fire evacuation drill and staff fire extinguisher classes.

June 24 — Chief attended IAFFD Conference, Champaign, IL.

June 27 — Chief met with Boo Crew Haunted House staff and OSFM inspectors for a code compliance inspection walk through of their facility.

July 8-9 — RFPD assisted with Sparks in the Park events and Fire/EMS standbys.

July 10 — RFPD attended the Farmer's Market with apparatus and equipment display.

July 11 — Chief met with the fire sprinkler contractor to witness pressure testing of sprinkler system at Residences at Cardinal Hill Apartments next building.

July 12 — Chief attended final alarm and fire sprinkler system testing and certification with contractors at Residences at Cardinal Hill Apartments 2nd complex.

June Calls:

- 37 EMS
- 11 Fire
- 4 Training Sessions
- 1 Special Duty

Trustee Fairchild asked about the two new apartment buildings across Community Drive from the Fire House. Chief Archer stated the first apartment building is fully occupied and the second apartment building is nearly half rented with tenants moving in. Trustee Fairchild asked about calls to the new apartments and Chief Archer stated that the department has received "a few". A motion to accept the Chief's Report was made by President McBride and seconded by Trustee Spurgeon. Polled the Board and all in favor.

The next item of business was Old Business.

1. Discussion of Policies and Procedures. President McBride informed the Board that Deputy Chief Polley and the District's Attorney, David Livingstone, are continuing to work on the District's Policies and Procedures.

The next item of business was New Business.

1. Approval/Authorization of Purchases. Motion to approve purchases was made by Trustee Romadka and seconded by Trustee Ritterbusch. Polled the Board and all in favor.
2. Approval and Adoption of the FY 22-23 Annual Budget and Appropriations Ordinance. Done earlier in the meeting.

3. Discuss/Authorize to have Receipts and Expenses to Date Compared to Budget Report Included in Trustees Packets for Each Monthly Meeting. Eliminating Receipts and Expenses Year to Date Report. President McBride motioned to accept the changes to the reports given to the Trustees as set forth in item #3 in New Business and seconded by Trustee Spurgeon. Polled the Board and all in favor.

4. Discuss/Authorization of Putting Trustee's Email Addresses on District Website. After some discussion by the Trustees, President McBride made a motion to put the Trustee's email addresses on the District Website and seconded by Trustee Romadka. Polled the Board and all in favor.

5. Discuss/Authorize — Cleaning Service Contract. President McBride opened the bids for three bid requests sent out. Two were returned. The first company is Building Maintenance Services for \$375 per month. The second bid is from Clean Impact for \$1040.00 per month. The department staff will research the bids and a decision will be made at the August Board meeting.

6. Discuss Post Conferences Items. Trustee Fairchild gave a positive review of the IAFPD Annual Conference in Champaign, IL, and shared with the Board that there is a similar conference held in the Winter at O'Fallon, IL. Chief Archer was asked his opinion about the decision to combining the Annual Conference with the Fire Chief's Association. Chief Archer stated that it is a work in progress as that situation is new to everyone involved.

7. Discuss/Authorize Intergovernmental Agreement with the Village of Rochester. After a lengthy discussion with several different points of view, President McBride made a motion to accept the Intergovernmental Agreement with the Village of Rochester Ordinance No. 22-14 in the amount of \$15,000.00. Trustee Romadka seconded the motion. Polled the Board.

Trustee Romadka — YES

Trustee Spurgeon — NO

President McBride — YES

Trustee Ritterbusch — YES

Trustee Fairchild — NO

Motion to approve Ordinance No. 22-14. Intergovernmental Agreement with the Village of Rochester passes. President McBride made a motion to authorize the Fire Chief to execute the Intergovernmental Agreement with the Village of Rochester for the amount of \$15,000.00. Trustee Fairchild stated that the action to do this with the Fire Chief was not on the agenda and asked for a clarification. President McBride called Counselor David Livingstone. David stated to go ahead with the action to authorize the Chief to proceed to execute the Intergovernmental Agreement due to the previous action in regards to the last year's Intergovernmental Agreement, but to remove any question regarding the OMA in the future. A separate action to do so should be on the agenda. Trustee Romadka seconded the motion. Polled the Board.

Trustee Romadka — YES

Trustee Spurgeon — NO

President McBride — YES

Trustee Ritterbusch — YES

Trustee Fairchild — NO

Trustee Fairchild has some questions regarding the cost of the Starcom Radio System and after some discussion with Chief Archer about some conflicting and confusing information about the system, Trustee Fairchild asked Chief Archer to keep the Board better informed about the upcoming purchase.

The next item of business was Member or Public Comment. A member of the public stated that she felt that there is a lack of leadership on the part of President McBride ignoring the advice of the District's legal counsel with the Intergovernmental Agreement and asked President McBride if the District should get another attorney. President McBride then stated that the attorney, David Livingstone, knew in a previous conversation that President McBride had with him that President McBride intended to ignore the lawyer's advice. The public member then stated "shame on you for that."

The next order of business was Announcements. President McBride stated that the next regular meeting will be August 10, 2022, at 7:00 p.m. President McBride asked for a motion to adjourn. Trustee Ritterbusch motion to adjourned and seconded by Trustee Spurgeon. Polled the Board and all in favor.

There being no further, or other, business to come before the meeting, upon motion duly made, seconded and unanimously approved, the meeting was adjourned at 8:14 p.m.

Secretary

APPROVED:

Being all of the Trustees of the
Rochester Fire Protection District

