

**MINUTES**  
**OSWEGO FIRE PROTECTION DISTRICT**  
**August 11, 2014**

**MEMBERS PRESENT:**

Trustees Present: Dick Kuhn, Bob Tripp, Rodger Long, Paul Anderson and Jason Bragg. Also present: Chief Neitzer, Deputy Chief Veseling, Fire Marshal Keenum, Exec. Asst. Wendy Held and Attorney Shawn Flaherty.

The regular meeting of the Oswego Fire Protection District was called to order at 7:00 p.m. at Station 1, Woolley Rd.

\*\*\*Matt Melvin of Mack & Associates was in attendance to present the 2013-2014 Audit Findings. He covered some of the more pertinent areas of the Audit and the District was given a clean opinion.\*\*\*

On a motion by Anderson and seconded by Long to accept the 2013-2014 Audit Findings of Mack & Associates, Inc. Aye-5 Nay-0 Motion passed by Members present and voting.

**1. APPROVAL OF MINUTES:**

On a motion by Anderson and seconded by Bragg to approve the minutes of the July 14, 2104 meeting. Motion carried by Members present and voting. Aye-5 Nay-0 Motion carried by Members present and voting.

A motion was made by Tripp and seconded by Bragg to approve the minutes of the July 21, 2014 Special Meeting. Aye-5 Nay-0 Motion carried by Members present and voting.

**2. TREASURER'S REPORT:**

Treasurer Anderson advised of the following balances for the Oswego Fire Protection District.

North Community Bank PR Acct.	\$ 40,622.74
North Community Bank MM	\$ 45,493.93
North Community Bank RE Tax	\$2,662,095.49
North Comm Bank Scholarship CD	\$ 13,864.00
Bridgeview Bank MM	\$ 158,525.61
OSNB MM (90 Day fixed rate)	\$ 447,058.68
Bridgeview Bank Checking Acct	\$ 82,671.58
Petty Cash	\$ 634.36
Castle Bank Money Market	\$ 120,187.47
North Community Bank CD	\$1,009,337.40
OFPD Charles Schwab Acct.	\$2,301,298.57
Allied Bank CD	<u>\$ 250,884.32</u>

Total Fire District Assets: \$7,132,674.15

On a motion by Long and seconded by Tripp to approve the Treasurer's Report. Aye-5 Nay-0  
Motion carried by Members present and voting.

### **3. BILL LIST:**

Trustees discussed various bills on the Bill List.

On a motion by Long and seconded by Bragg to approve the bills as listed. Roll Call vote: Aye –  
Kuhn, Tripp, Anderson, Bragg and Long Nay-0 Motion carried by Members present and voting.

See the Oswego Fire Protection District bill list attached.

### **4. COMMITTEE MEETING REPORTS:**

#### **BUILDING COMMITTEE:**

None

#### **FINANCE COMMITTEE:**

None

#### **EQUIPMENT COMMITTEE:**

Chairman Long discussed setting the Committee Meeting up for the end of August. Chief  
Neitzer requested that Committee Members familiarize themselves with the Capital  
Improvement Plan for discussion at the meeting.

#### **PERSONNEL COMMITTEE:**

None

### **5. ADMINISTRATIVE REPORTS:**

#### **Fire Chief's Report:**

Chief Neitzer informed the Board that Exec. Asst. Wendy Held has been named to the Board of  
Directors of the Illinois Fire Service Administrative Professionals as a Director for a one year  
term.

Chief updated the Board on the status of the Training Facility to be built at Stn 3. There was  
much discussion as to awarding of contracts and what work could be performed by department  
personnel. It was decided that a possible Special Meeting would be necessary later in the month  
to discuss these matter further.

Chief discussed the possibility of paying for or reimbursing on successful completion some  
EMT/Paramedic classes for POC Personnel. Chief was instructed to have a policy and  
agreement drawn up for next months Board Meeting for Trustee's review and possible action.

Chief discussed with the Trustees the District's portion of the Village of Oswego Impact Fee Review currently underway. The District is responsible for 2.9% of the study as this is the amount the District receives of the total Impact Fees collected. The total of this study is believed to be around \$30,000.00 with the District's share being approximately \$900.00

Chief informed the Board of a letter received from the IL State Police expressing their gratitude for the Shift Personnel's providing meals to the family of the State Trooper who was injured in the line of duty while on a traffic stop on the tollway.

Chief mentioned that Oswego Township had come to the District's aid by repairing some property on Amy Drive that was damaged by Fire District Apparatus during response on a call. The District greatly appreciates the Township's assistance in these types of instances.

Chief discussed with the Trustees a recent incident in which the District assisted BK in a grain bin rescue. He informed them that there were some concerns regarding the role of CART and MABAS and requested that in future the District utilize MABAS Div 14 and move away from the CART program for future combined area responses.

#### **DEPUTY CHIEF'S REPORT**

DC Veseling handed out his monthly report for the Trustees review; a copy of which is attached to these minutes.

#### **ASSISTANT CHIEF FLANDERS:**

Absent

#### **FIRE PREVENTION BUREAU:**

Fire Marshal Keenum handed out his monthly report for the Board's review; a copy of which is attached to these minutes.

#### **EXECUTIVE ASSISTANT:**

None

#### **6. ATTORNEY'S REPORT:**

Attorney Flaherty updated the Board on a bill recently signed by Gov. Quinn that would require bidding for certain purchases over \$20,000.00. He briefed the Trustees on how this would impact their decisions in the future and also discussed various exemptions under the new law.

#### **7. PRESIDENT'S REPORT:**

None

#### **9. OLD BUSINESS:**

On a motion by Long and seconded by Bragg to Approve the BOT Policy Manual as Amended Effective August 11, 2014. Roll call vote: Aye-Trustees Tripp, Anderson, Bragg, Long and Kuhn Nay-0. Motion carried by Members present and voting.

A motion was made by Tripp and seconded by Anderson to Approve the Real Estate Listing Contract with ReMax Commercial Realtors for a term of 6 months. Aye-5 Nay-0. Motion carried by Members present and voting.

**10. NEW BUSINESS:**

Trustees discussed an addendum to the MABAS Master Agreement It was decided to approve this addendum. On a motion by Anderson and seconded by Bragg to Approve Ordinance No. 2014-2 “An Ordinance Authorizing an Addendum to Mutual Aid Box Alarm System Agreement” Roll call vote: Aye-Trustees Anderson, Bragg, Long, Kuhn and Tripp. Nay-0. Motion carried by Members present and voting.

On a motion by Tripp and seconded by Long on the Approval of a Contract with Outside Vendor for Impact Fee Review. Aye-5 Nay-0. Motion carried by Members present and voting.

**PUBLIC FORUM:**

None

**11. EXECUTIVE SESSION:**

None

There being no further questions from the public in attendance, and no further discussion by The Board, on a motion by Anderson and seconded by Tripp, the regular meeting was adjourned at 8:30 p.m. Aye-5 Nay-0 Motion carried by Members present and voting.

SECRETARY \_\_\_\_\_  
Robert W. Tripp