



# Woodstock Fire/Rescue District

435 E. Judd St.  
Woodstock, IL 60098  
(815) 338-2621

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**Woodstock Fire/Rescue District  
Board of Trustees Meeting  
Station 3, 2900 Raffel Rd.  
Thursday December 19<sup>th</sup>, 2024  
Regular Meeting**

## **Call to Order**

The regular meeting was called to order at 7:00 p.m. by President Fred Spitzer.

## **Roll Call**

**Trustees Present:** President Fred Spitzer, Secretary Bob Kristensen, Treasurer Pat Burke, Trustee Noel Baldwin.

**Trustees Absent:** Trustee Kim Mueller

**Public Comments-** Jason, the new owner of Ralph's Rental attended the BOT meeting and presented the District with a donation of a brand new chainsaw. The District was extremely thankful for such a generous donation.

**Correspondence-** None

## **Minutes**

A motion was made by President Spitzer and seconded by Treasurer Burke to approve the minutes from the November 21<sup>st</sup>, 2024 regular session meeting. **Roll call vote:** Spitzer-yes; Kristensen- yes, Burke-yes; Baldwin- yes. **Motion Passed.** 4 ayes, 0 nay.

## **Financial Report**

Brad with Gov Accounting LLC discussed revenue highlights compared to the previous year. Expenditures discussed included dispatch fees, admin expenses, personnel expenses (healthcare), pension funds, and ambulance fee collections. **Property Taxes:** The District has received 100% of property taxes, and ambulance fees collected are at 60% of the budget. **Miscellaneous Receipts:** Stanwood Trust Donation- \$24,795.00 and the US Treasury- 941 correction credit in the amount of \$13,980.00, McHenry County Fair ambulance stand-by \$10,140.00, The American Dream PAC ambulance stand-by \$5,400.00 and Foreign Fire Reimbursements in the amount of \$15,650.00, with an IGA reimbursement for Communications Specialist Alex Vucha's IGA agreement between other fire Districts. Loan Proceeds: Collected \$735,000.00 for the 2<sup>nd</sup> payment on the Ladder Truck.

The Trustees reviewed the bill report presented for the month of December 2024. The Trustees were advised that they would see some of Decembers bills at the January 2025 meeting due to moving up the meeting date by one week because of the holidays.

A motion was made by Treasurer Burke and seconded by Secretary Kristensen to approve and pay the bills in the amount of \$180,450.15. **Roll call vote:** Spitzer-yes; Kristensen- yes, Burke- yes; Baldwin-yes. **Motion Passed.** 4 ayes, 0 nay.



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### Operations Report

Deputy Chief Hedges went over key topics on the Operations report for the month of December with the Trustees. The Operations report is a snap shot of the Districts monthly training activities, continuing education, CPR classes offered, Fire Prevention as well as Public Education. Mike Shannon, the Districts Fleet Mechanic, completed over 77 work orders for the month of December.

Please note: **Operations report will be available along with the packet the Friday after the meeting, upon request.**

### Unfinished Business- None

### New Business

#### Strategic Plan Approval 2025-2029

A motion was made by Secretary Kristensen and seconded by Treasurer Burke to approve the Strategic Plan for 2025-2029. Trustee Baldwin pointed out that the agenda shows 2025-2028, when it should read: 2025-2029. **Roll call vote:** Spitzer-yes; Kristensen- yes, Burke- yes; Baldwin- yes. **Motion Passed.** 4 ayes, 0 nay.

#### Annual Fire Hose Testing Agreement- Fire Catt

A motion was made by Trustee Baldwin and seconded by Secretary Kristensen to approve the annual fire hose testing with FireCatt for a 3-year contract. **Roll call vote:** Spitzer-yes; Kristensen- yes, Burke- yes; Baldwin- yes. **Motion Passed.** 4 ayes, 0 nay.

#### Staff Vehicle Purchase

A motion was made by Secretary Kristensen and seconded by Trustee Baldwin to approve the purchase/order of a 2025 Ford F-150. Secretary Kristensen noted "The truck is to be paid for in the next fiscal year". **Roll call vote:** Spitzer-yes; Kristensen- yes, Burke- yes; Baldwin- yes. **Motion Passed.** 4 ayes, 0 nay.

#### Local 4813: Request to meet with the Board of Trustees

Local 4813 did not need to meet with the Board of Trustees this month.

#### Multi-Jurisdictional Automatic Aid Agreement

A motion was made by Trustee Baldwin and seconded by Treasurer Burke to approve the Multi-Jurisdictional Automatic Aid Agreement. **Roll call vote:** Spitzer-yes; Kristensen- yes, Burke- yes; Baldwin- yes. **Motion Passed.** 4 ayes, 0 nay.

At approximately 7:56 pm, a motion was made by President Spitzer to move into closed session to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body pursuant to 5 ILCS 120/2(c)(1) specifically regarding the Administrative Assistant benefit schedule. Voice vote taken, motion passed unanimously.



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## Administrative Assistant Wage and Benefit Schedule

A motion was made by President Spitzer and seconded by Trustee Baldwin to do a re-title of the Administrative Assistant to Executive Administrator and a 7% salary increase to \$74,000.00 effective January 1<sup>st</sup>, 2025 and a 3% increase on May 1<sup>st</sup>, 2025 which brings her salary to \$76,220.00. **Roll call vote:** Spitzer-yes; Kristensen- yes, Burke- yes; Baldwin- yes. **Motion Passed.** 4 ayes, 0 nay.

## Adjournment

With there being no further discussion, a motion was made by Secretary Kristensen and seconded by President Spitzer to adjourn the meeting. Voice vote taken, motion passed unanimously.

Meeting adjourned at **8:18 p.m.**

Respectfully submitted,

A handwritten signature in black ink that reads "Robert A. Kristensen". The signature is written in a cursive style and is positioned above a horizontal line.

Secretary, Robert A. Kristensen

KN//:

