



Woodstock Fire/Rescue District

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

**Woodstock Fire/Rescue District
Board of Trustees Meeting
Station 3
2900 Raffle Rd.
Thursday April 27th, 2023
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, and Trustee Noel Baldwin.

Trustees Absent: Treasurer Pat Burke, Trustee Scott Sankey.

Public Comments- None

Correspondence

Chief Parker reviewed the correspondence including thank you's from Principal Hart at Westwood, a thank you from a patient, and an award notification from the State Fire Marshal recognizing Deputy Chief Hedges for Fire Prevention and Life Safety.

Minutes

A motion was made by Trustee Baldwin and seconded by Secretary Kristensen to approve the regular meeting minutes from March 23rd, 2023 regular meeting. **Roll call vote:** Spitzer-yes; Kristensen-yes; Baldwin-yes.

Motion Passed. 3 aye, 0 nay.

A motion was made by President Spitzer and seconded by Secretary Kristensen to approve the closed session meeting minutes from March 23rd, 2023 regular meeting. **Roll call vote:** Spitzer-yes; Kristensen-yes; Baldwin-yes. **Motion Passed.** 3 aye, 0 nay.

Financial Report

Brad with Gov Accounting LLC discussed revenue highlights compared to the previous year. Expenditures were discussed but not limited to dispatch fees, admin expenses, personnel expenses (healthcare), pension funds, and ambulance fee collections. Property Taxes: We have received 100% of Property Taxes, Ambulance Fees we have collected 168% of budget, Wireless monitoring fees we have received 103%.

Bill Report

A motion was made by Secretary Kristensen and seconded by Trustee Baldwin to approve the payment of the bills in the amount of no more than \$117,248.48. **Roll call vote:** Spitzer-yes; Kristensen-yes; Baldwin-yes.

Motion Passed. 3 aye, 0 nay.



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Division Report (This report is taken directly from the activity report attached in the packet)

Deputy Chief Hedges- For the month of March, WFRD responded to 410 incidents. 240 hours were dedicated to EMS training. On average each Paramedic/ EMT trained 4 hours on EMS related topics. A total of 76 work orders were completed by Fleet Mechanic Mike Shannon, along with two preventative maintenance services, and two emergency repairs. Mechanic Shannon is leading the process on assembling quotes for repair/refurbishment of Tender 472 to extend its service life.

The fire prevention bureau completed 52 fire inspections and identified 267 violations. The CPR program has had pricing and course offering updates to align with the market. Public education completed 1 station tour and crews installed smoke detectors in 2 homes and 2 residential lockboxes.

Officer development included a focus group on what the suburban fire department's mission, values, and capabilities are in relation to WFRD.

Battalion Chief Williams- For the month of March, 1,056 hours were spent on fire training which focused on search and rescue. On average, each firefighter trained 17.9 hours this month on fire related topics.

Battalion Chief Nieman- Discussed building and grounds. Mechanic Shannon's office was renovated while he was on vacation, station 2 had several repairs to equipment. IT services have been transitioned to the city of Woodstock as a provider.

Battalion Chief Beatty- Discussed SRT activities. Fire investigators worked 2 fires, TEMS had a few activations, and WFRD hosted March's trench drill this month. FF/PM Zamora was added to the dive team.

Unfinished Business

No unfinished business.

New Business

Ordinance 241- Tentative Budget and Appropriation FY24

A motion was made by Secretary Kristensen and seconded by Trustee Baldwin to approve the Ordinance 241, a Tentative Budget and Appropriation Ordinance for FY24. **Roll call vote:** Spitzer-yes; Kristensen-yes; Baldwin-yes. **Motion Passed.** 3 aye, 0 nay.

Authorize Ladder Truck Payment

A motion was made by President Spitzer and seconded by Trustee Baldwin to authorize the issuance the first payment on the Pierce Aerial Ladder Truck in the total of \$782,486. **Roll call vote:** Spitzer-yes; Kristensen-yes; Baldwin-yes. **Motion Passed.** 3 aye, 0 nay.

FY 2024 Meeting Dates

A motion was made by President Spitzer and seconded by Secretary Kristensen to publish the meeting dates as listed. **Roll call vote:** Spitzer-yes; Kristensen-yes; Baldwin-yes. **Motion Passed.** 3 aye, 0 nay.



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MOU- Addendum to the Collective Bargaining Agreement Effective May 1, 2021- April 30, 2024

A motion was made by President Spitzer and seconded by Secretary Kristensen to agree to the terms of the Addendum to the Collective Bargaining Agreement between IAFF Local 4813 and the district. **Roll call vote:** Spitzer-yes; Kristensen-yes; Baldwin-yes. **Motion Passed.** 3 aye, 0 nay.

Option Agreement To Expand Easement with American Tower

A motion was made by Secretary Kristensen and seconded by Trustee Baldwin to approve the agreement subject to attorney approval. **Roll call vote:** Spitzer-yes; Kristensen-yes; Baldwin-yes. **Motion Passed.** 3 aye, 0 nay.

Executive Session

A motion was made by President Spitzer and seconded by Secretary Kristensen to go to executive session for the purposes of discussing the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body pursuant to 5 ILCS 120/2(c)(1) at 8:28. **Roll call vote:** Spitzer-yes; Kristensen-yes; Baldwin-yes. **Motion Passed.** 3 aye, 0 nay.

The regular meeting was called back to order at 9:07 p.m. by President Fred Spitzer. **Trustees Present:** President Fred Spitzer, Secretary Bob Kristensen, and Trustee Noel Baldwin.

Salary Increase for the Deputy Chief Position

A motion was made by President Spitzer seconded by Trustee Baldwin to increase the salary of the deputy chief position 5.38% to \$136,000 effective May 1, 2023. **Roll call vote:** Spitzer-yes; Kristensen-yes; Baldwin-yes. **Motion Passed.** 3 aye, 0 nay.

Salary Increase for the Full-time Administrative Assistant Position

A motion was made by President Spitzer seconded by Secretary Kristensen to increase the salary of the full-time administrative assistant position to \$60,000 effective May 1, 2023 with an additional 3% increase effective FY 2025. **Roll call vote:** Spitzer-yes; Kristensen-yes; Baldwin-yes. **Motion Passed.** 3 aye, 0 nay.

Salary Increase for the Fleet Mechanic Position

A motion was made by President Spitzer seconded by Secretary Kristensen to increase the salary of the fleet mechanic position 3% to \$89,415 effective May 1, 2023. **Roll call vote:** Spitzer-yes; Kristensen-yes; Baldwin-yes. **Motion Passed.** 3 aye, 0 nay.

Fire Chief Appointment

A motion was made by President Spitzer seconded by Secretary Kristensen to appoint Brendan Parker to the fire chief position at Woodstock Fire/Rescue District. **Roll call vote:** Spitzer-yes; Kristensen-yes; Baldwin-yes. **Motion Passed.** 3 aye, 0 nay.

Employment Agreement for Fire Chief Position

A motion was made by President Spitzer seconded by Secretary Kristensen to approve the employment agreement as written. **Roll call vote:** Spitzer-yes; Kristensen-yes; Baldwin-yes. **Motion Passed.** 3 aye, 0 nay.

Adjournment



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With there being no further discussion, a motion was made by Trustee Baldwin and seconded by Secretary Kristensen to adjourn the regular meeting. **Roll call vote:** Spitzer-yes; Kristensen-yes; Baldwin-yes. **Motion Passed.** 3 aye, 0 nay.

Regular meeting adjourned at **9:10 pm.**

Respectfully submitted,

Secretary, Robert A. Kristensen

/MAH