



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

Woodstock Fire/Rescue District
Board of Trustees Meeting
Station 3, 2900 Raffel Rd.
Thursday April 24th, 2025
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 Kim Mueller, and Trustee Noel Baldwin.

Trustees Absent: None

Public Comments- None

Correspondence- Chief Parker reviewed correspondence received from Crystal Lake Fire Rescue Department thanking WFRD for responding to a structure fire. Chief Parker also reviewed the overtime hours year to date and noted overtime is down due to a full roster.

Minutes

A motion was made by Trustee Baldwin and seconded by Treasurer Burke to approve the regular session meeting minutes from March 20, 2025. Roll call vote: Spitzer-yes; Kristensen- yes; Burke- yes; Mueller-yes; Baldwin- yes. Motion Passed. 5 ayes, 0 nay, 0 abstain

A motion was made by Secretary Kristensen and seconded by President Spitzer to approve the special meeting minutes from April 10, 2025. Roll call vote: Spitzer-yes; Kristensen- yes; Burke- yes; Mueller-yes; Baldwin- abstain. Motion Passed. 4 ayes, 0 nay, 1 abstain

Closed Session

A motion was made by President Spitzer and seconded by Trustee Mueller to go into closed 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). Roll call vote: Spitzer-yes; Kristensen- yes; Burke- yes; Mueller-yes; Baldwin- yes. Motion Passed. 5 ayes, 0 nay, 0 abstain

The meeting was in closed session at 7:02 p.m; the board reconvened at 7:59 p.m. Remaining in attendance were President Fred Spitzer, Secretary Bob Kristensen, Treasurer Pat Burke, Trustee Kim Mueller, and Trustee Noel Baldwin.

Financial Report

James with Gov Accounting LLC discussed revenue highlights compared to the previous year. Expenditures discussed included dispatch fees, admin expenses, personnel expenses, pension funds, and ambulance fee collections. **Property Taxes:** The District has received 100% of property taxes, and ambulance fees collected are at 94% of the budget. **Miscellaneous Receipts:** Stanwood Trust Donation-



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\$24,795.00 and the US Treasury- 941 correction credit in the amount of \$13,980.00, ambulance stand-by \$28,150.00 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. Interest: Collected \$88,010- 220% of budget.

The Trustees reviewed the bill report presented for the month of April 2025. Various questions the Trustees had were addressed by Chief Parker.

A motion was made by Secretary Kristensen and seconded by Trustee Baldwin to approve and pay the bills in the amount of \$272,293.75. Roll call vote: Spitzer-yes; Kristensen- yes; Burke- yes; Mueller-yes; Baldwin- yes. Motion Passed. 5 ayes, 0 nay.

Operations Report

Deputy Chief Hedges went over key topics on the Operations report for the month of March 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 121 work orders for the month of March.

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

Unfinished Business- None

New Business

Ordinance 251 – Tentative Budget and Appropriation FY2026

Chief Parker reviewed the tentative budget and appropriation ordinance.

A motion was made by Secretary Kristensen and seconded by President Spitzer to adopt Ordinance 251 – Tentative Budget and Appropriation for Fiscal Year 2026. Roll call vote: Spitzer-yes; Kristensen-yes; Burke- yes; Mueller-yes; Baldwin- yes. Motion Passed. 5 ayes, 0 nay.

Resolution 2025-03: Establishing 501(c)(3) Status

Attorney Quance gave a summary of the resolution to establish a cadet program as a separate entity. Attorney Quance explained that the 501(c)(3) will have its own governance, be financially independent of the district, and that there would be no liability to the district for activities of the cadet post.

A motion was made by Treasurer Burke and seconded by Trustee Baldwin to adopt Resolution 2025-03 Establishing 501(c)(3) Status. Roll call vote: Spitzer-yes; Kristensen- yes; Burke- yes; Mueller-yes; Baldwin- yes. Motion Passed. 5 ayes, 0 nay.

Resolution 2025-04 – Participation in the Illinois Municipal Retirement Fund (IMRF)

Motion was made by Secretary Kristensen, seconded by President Spritzer to table discussion on Resolution 2025-04. All Trustees were in agreement to table.



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Salary Increases - Administrative Personnel

A motion was made by President Spitzer and seconded by Secretary Kristensen to set the salaries for fiscal year 2026: Chief \$167,155.40; Deputy Chief \$155,706.40; Mechanic \$96,703.33; Office Assistant \$24,294.81; Communications Specialist \$75,240. Roll call vote: Spitzer-yes; Kristensen- yes; Burke-yes; Mueller-yes; Baldwin- yes. Motion Passed. 5 ayes, 0 nay.

Scheduling Software Agreement

Chief Parker presented the software agreement for Vector Solutions Scheduling and noted it will be replacing Aladtec Firemanager software. The district benefits by streamlining payroll, training, and other staff functions with this software.

A motion was made by Treasurer Burke and seconded by President Spitzer to approve the agreement with Vector Solutions for the scheduling software at an initial contract of \$7,548. Roll call vote: Spitzer-yes; Kristensen- yes; Burke- yes; Mueller-yes; Baldwin- yes. Motion Passed. 5 ayes, 0 nay.

Asphalt Services Agreement

Chief Parker presented the service agreement proposals received from Hastings Asphalt Services to sealcoat the parking lots at all three stations. He noted that the district did not go to bid as this is the existing contractor and the district is pleased with the quality.

A motion was made by President Spitzer and seconded by Trustee Baldwin to approve the agreement with Hastings Asphalt Services, Inc to sealcoat the parking lots: Station 1- \$5,105.80; Station 2- \$3,812.50; Station 3- \$3,623.98. Roll call vote: Spitzer-yes; Kristensen- yes; Burke- yes; Mueller-yes; Baldwin- yes. Motion Passed. 5 ayes, 0 nay.

HVAC Preventative Maintenance Agreement

Chief Parker presented the proposal for HVAC preventative maintenance at all three stations. The existing contract was with Jensen's Plumbing and Heating, which is now GHC Mechanical, LLC. Chief Parker stated that the contract covers preventative maintenance of all furnaces, boilers, bay heaters, and air conditioning units.

A motion was made by Treasurer Burke and seconded by Secretary Kristensen to approve the one year agreement with GHC Mechanical, LLC at a cost of \$ 4,310. Roll call vote: Spitzer-yes; Kristensen-yes; Burke- yes; Mueller-yes; Baldwin- yes. Motion Passed. 5 ayes, 0 nay.

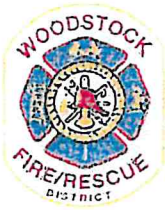
Local 4813: Request to meet with Board of Trustees

President Spitzer invited members of the IAFF Local 4813 Executive Board to address the board. Vice president Biederer stated that the local does not have any concerns at this time and they are pleased with the labor-management relationship.

President Spitzer expressed appreciation for the dedication and work of the members of the local and Trustee Baldwin asked that the local ensure their members take care to protect their mental health.

Discussion

President Spitzer acknowledged Trustee Baldwin's six years of loyal service to the Woodstock Fire Rescue District and thanked her with an award. The board expressed their well wishes.



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Adjournment

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

Meeting adjourned at 8:54 p.m.

Respectfully submitted,

Robert A. Kristensen

Secretary, Robert A. Kristensen

/MAH