



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 Raffel Rd.
Thursday, May 28th, 2026
Regular Meeting**

Public Hearing: Final Budget and Appropriation. The public hearing was called to order at 6:45 pm by Treasurer Pat Burke and closed at 7:00 pm. Treasurer Pat Burke, Trustee Kim Mueller, and Trustee Scott Ritzert were present during the public hearing. Zero public comments.

At 7:00 pm, a motion was made by Trustee Mueller and seconded by Trustee Ritzert to adjourn the public hearing. **Roll call vote:** Burke- yes; Mueller-yes; Ritzert- yes. **Motion Passed.** 3 ayes, 0 nay, 2 absent

Call to Order

The regular meeting was called to order at 7:01 p.m. by Treasurer Pat Burke

Roll Call

Trustees Present: Treasurer Pat Burke, Trustee Kim Mueller, and Trustee Scott Ritzert.

Trustees Absent: President Fred Spitzer, Secretary Robert Kristensen

Swearing-in Ceremony

Treasurer Burke swore in Career Firefighter/Paramedic Allison Oine and Non-Career Firefighter/EMT-B Adam Konopka into the Woodstock Fire/Rescue District.

At 7:24 pm, the Trustees reconvened the regularly scheduled meeting in the meeting room. **Roll Call:** Treasurer Pat Burke, Trustee Kim Mueller, and Trustee Scott Ritzert.

Public Comments- None

Correspondence

Chief Parker discussed the correspondence with the Board of Trustees. The district received a thank-you letter from a mother whose son was involved in a car accident. The second thank-you letter is a thank-you letter from Farren-INTL. The crews assisted in helping to maneuver a large Semi going through town.

Minutes

A motion was made by Trustee Mueller and seconded by Trustee Ritzert to approve the regular session meeting minutes from April 23rd, 2026. **Roll call vote:** Burke- yes; Mueller-yes; Ritzert- yes. **Motion Passed.** 3 ayes, 0 nay, 2 absent

A motion was made by Trustee Ritzert and seconded by Treasurer Burke to approve the closed session meeting minutes from April 23rd, 2026. **Roll call vote:** Burke- yes; Mueller-yes; Ritzert- yes. **Motion Passed.** 3 ayes, 0 nay, 2 absent



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Financial Report

Brad with Gov Accounting LLC joined the BOT meeting via Zoom. Brad 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 101% of property taxes, and ambulance fees collected are at 115% of the budget as of April 30th, 2026. Wireless alarm fees collected at 101% of the budget. **Sale of fixed assets:** \$500,000.00; Ladder Truck.

The Trustees reviewed the bill report presented for May 2026. Various questions the Trustees had were addressed by Chief Parker.

A motion was made by Trustee Mueller and seconded by Trustee Ritzert to approve and pay the bills in the amount of \$300,649.09. **Roll call vote:** Burke- yes; Mueller-yes; Ritzert- yes. **Motion Passed.** 3 ayes, 0 nay, 2 absent

Operations Report

Battalion Chief Williams went over key topics on the Operations report for April 2026 with the Trustees. The operations report is a snapshot of the district's monthly training activities, continuing education, CPR classes offered, fire prevention, and public education. Mike Shannon, the District's Fleet Mechanic, completed 111 work orders, 1 repair call out, and 3 preventative maintenance tasks for the month of April.

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

Unfinished Business None

New Business

Ordinance 257- Final Budget and Appropriation FY-2027

A motion was made by Trustee Mueller and seconded by Treasurer Burke to approve Ordinance 257- Final Budget and Appropriation for Fiscal Year 2027. **Roll call vote:** Burke- yes; Mueller-yes; Ritzert- yes. **Motion Passed.** 3 ayes, 0 nay, 2 absent

Resolution 2026-03- Disposition of Surplus Equipment

A motion was made by Treasurer Burke and seconded by Trustee Ritzert to approve Resolution 2026-03- Disposition of Surplus Equipment- Miscellaneous Fire Nozzles and Appliances. **Roll call vote:** Burke- yes; Mueller-yes; Ritzert- yes. **Motion Passed.** 3 ayes, 0 nay, 2 absent

Board of Fire Commissioners Appointment

A motion was made by Treasurer Burke and seconded by Trustee Mueller to approve the appointment of Steve Zimmerman as Fire Commissioner. **Roll call vote:** Burke- yes; Mueller-yes; Ritzert- yes. **Motion Passed.** 3 ayes, 0 nay, 2 absent



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Procurement Policy

Attorney Matthew Walters explained to the Trustees that this policy specifically includes a note that you, as the Board of Trustees, have the ability to require your approval for the purchase of anything, if you choose to. You, as the Board of Trustees, are delegating authority, but you also can take it right back.

A motion was made by Trustee Mueller and seconded by Treasurer Burke to table the procurement policy approval until June's Board of Trustees meeting due to improvements being made to the policy.

Adjournment

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

Meeting adjourned at 8:09 p.m.

Respectfully submitted,

Secretary, Robert A. Kristensen
/KN