

**Woodstock Fire/ Rescue District
Board of Trustees Meeting
Thursday, September 15, 2011**

The meeting was called to Order at 7:00 pm by President Bob Kristensen

Roll Call

Trustees Present: President Bob Kristensen, Secretary Kenneth Marunde, Treasurer John Kunzie, Trustee Richard Menzel and Trustee Scott Sankey.

Others Present: Chief Ralph Webster, Deputy Chief Terry Menzel, Attorney Jeremy Shaw, Office Manager Shari Simpson, Recording Secretary Courtnie Shannon and other members of the Department.

Public Comments

No public comments

Correspondence

Chief Webster commented on the thank you letters we received and things in terms of community outreach for different organizations.

Approval of Minutes

Discussion was held on the minutes of August 9, 2011, Special Meeting; August 9, 2011, Executive Session; August 18, 2011, Special Meeting; August 18, Executive Session; and August 18, 2011, Regular Meeting. A motion was made by Secretary Marunde, seconded by Treasurer Kunzie, to approve the Special Meeting minutes of August 9, 2011. Motion passed. A motion was made by Treasurer Kunzie, seconded by Secretary Marunde, to approve the Executive Session minutes of August 9, 2011. Motion passed. A motion was made by Trustee Menzel, seconded by Treasurer Kunzie, to approve the Regular Meeting minutes of August 18, 2011. Motion passed. A motion was made by Trustee Menzel, seconded by Treasurer Kunzie, to approve the Executive Session minutes on August 18, 2011. Motion was passed. A motion was made by Treasurer Kunzie, seconded by Trustee Menzel, to approve a change made to the Special Meeting minutes on August 18, 2011. Motion passed.

Attorney's Report

Chief commented on the VEBA contract explaining that the conversion of sick time after the accumulation of 1200 hours is reached was negotiated between the district and Woodstock Career Firefighter's Local 4813. During the negotiations the transfer of other funds, such as unused vacation time, etc., was discussed however the WCF chose only to use sick time as described above. Attorney Shaw clarified that BMI is the Plan Administrator, and indicated that they (BMI) accepted the changes he had in the documents and that he is comfortable with the board adopting the enabling resolution and signing the plan documents. In addition Attorney Shaw recommended that Chief Webster be identified as the Program Coordinator. Following the discussion, the board agreed that Chief Webster would serve as the Program Coordinator and took the following action;

A motion was made by Treasurer Kunzie, seconded by Secretary Marunde, to adopt a Resolution of the Corporate Authority Relating to a RHFP Post Retirement Healthcare Funding Plan. All yeas, motion passed.

A motion was made by Trustee Menzel, seconded by Treasurer Kunz, to accept the Administrative Services Agreement between Babbitt Municipalities and the Woodstock Fire/Rescue District. All yeas, motion passed.

A motion was made by Trustee Menzel, seconded by Treasurer Kunzie, to adopt the Retiree Healthcare Funding Plan. All yeas, motion passed.

Financial Report

Chief Webster commented on the Bill Report due to the inclusion of a supplemental report that added several bills to the report. Discussion was held on some of the bills that were brought to the attention of staff.

Trustee Menzel made a motion, seconded by Treasurer Kunzie, to approve the bills in the amount of \$106,700. No further discussion was held. All yeas, motion passed.

Trustee Menzel made a motion, seconded by Treasurer Kunzie, to authorize a transfer for bills in the amount of \$106,700. No discussion. All yeas, motion passed.

Treasurer Kunzie made a motion, seconded by Secretary Marunde, to authorize a transfer for payroll in the amount of \$180,000. No discussion. All yeas, motion passed.

Treasurer Kunzie made a motion, seconded by Secretary Marunde, to authorize a transfer for Employee Pension Contributions in the amount of \$9,900.78. No discussion. All yeas, motion passed.

Treasurer Kunzie made a motion, seconded by Secretary Marunde, to approve a payment on the Zero Percent Interest Fire Truck Loan from the Accumulation Fund in the amount of \$12,500. No discussion. All yeas, motion passed.

Trustee Menzel made a motion, seconded by Treasurer Kunzie, to approve the Principal Loan Payment for Station 3, in the amount of \$81,156.91. No discussion. All yeas, motion passed.

Division Report

Deputy Chief Menzel presented the call report for Lakewood. He also presented the call report for WFRD.

Assistant Chief Burke gave an update on the Radio Fire Alarms. The reports are consistent and 98% of the fire alarms are working. We will eventually include this rating into the monthly activity report.

Chief Webster presented a draft of the monthly activity report. The report outlines some of the information that will be given to the board on a monthly basis. The goal for October is to provide information on what happened in August and September. Going forward, the Board of Trustee will receive a report on the previous month's activity.

Unfinished Business

Deputy Chief Menzel gave an update on the Verizon Tower. Verizon's initial turn on date was scheduled for October 23rd. They're just finishing up the fencing and the scheduled turn on date is still October 23rd.

New Business

Chief Webster commented on a partnership that was started with the County Sheriff's Department. Woodstock paramedics are training and responding with the Sheriff Department SWAT Team, as we are the only Department in McHenry County that is doing this. Jeff Lesniak is the team leader and gave a brief overview of what the new agreement entails.

Motion was made by Trustee Menzel, seconded by Treasurer Kunzie, to sign an Intergovernmental Agreement between the County Sheriff's Department and the Woodstock Fire/Rescue District. All yeas, motion passed.

Chief Webster commented on the Lieutenants Promotional Exam. Thursday, September 15, the Board of Fire Commissioners met and approved a timeline for the promotion exam. The reading list was distributed that afternoon and over the next several months the promotional process will be conducted between mid- December and the end of the year. At a later date, a request will be submitted requesting approval of additional Lieutenant Positions.

Chief Webster commented on the Tax Levy. The 2011 Tax Levy Ordinance will be prepared for the November meeting because the levy amount will not be greater than 105% of the 2010 levy, a Truth In Taxation notice, commonly referred to as "The Black Box," will not have to be placed in the newspaper.

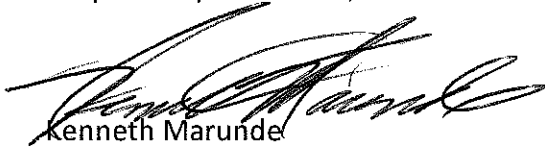
President Kristensen made a motion, seconded by Trustee Sankey, to approve Chief Webster's contract with a few changes. All yeas, motion passed.

A brief discussion was held on staff salaries. During the discussion, a motion was made by Trustee Sankey, seconded by Treasurer Kunzie, to go into Executive session. All yeas, motion passed and the board adjourned to Executive Session at 8:08pm

Regular meeting reconvened at 8:42pm.

A motion was made by Treasurer Kunzie seconded by Trustee Menzel to adjourn the meeting. Meeting adjourned at 8:45pm.

Respectively submitted,



Kenneth Marunde
Secretary