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**Troy Fire Protection District (TFPD)**

**Regular Meeting of the Board of Trustees**

**Wednesday, August 25, 2021 at 7:00 pm**

**Location: Training Room, Troy Fire Protection District, 116 W Clay St, Troy, IL 62294**

1. **Call Meeting to order/roll call**
   1. TFPD Trustee Joe Leach acting as president pro tem called the meeting to order at 7:00 pm.
   2. Roll Call – Present: Ryan Cunningham, Phil Loethen, Joe Leach and Kevin Bryne. Absent: Dan Gonzalez
2. **Public Comments**
   1. Rick McCurdy - Discussed his concerns with the chief's response to the injury of a firefighter.
   2. Kent Hayes - Discussed his concerns with each of the trustee’s leadership.
3. **Election of Officers**
   1. Joe Leach acting as president pro tem stated he had spoken with the attorney and this agenda item should be skipped until another trustee is appointed.
4. **Chain of Command**
   1. Joe Leach acting as president pro tem skipped this agenda item.
5. **Appointments**
   1. Joe Leach acting as president pro tem skipped this agenda item.
6. **Thank You Cards**
   1. Joe Leach expressed his appreciation to members of the TFPD and that he would no longer be on the board as his term had expired.
7. **Approval of Meeting Minutes from prior meetings**
   1. Approval of July 28, 2021, regular meeting minutes.

**Motion:** To approve July 28, 2021, regular meeting minutes.

**Moved by** Loethen. **Second by** Bryne. **Vote:** Motion Passed (Yes = 4; No = 0)

**Yes:** Leach, Loethen, Bryne, Cunningham

* 1. Approval of July 28, 2021, Executive Session Sealed minutes.

**Motion:** To approve July 28, 2021, Executive Session minutes and keep sealed.

**Moved by** Loethen. **Second by** Bryne. **Vote:** Motion Passed (Yes =3; No =1)

**Yes:** Loethen, Bryne, Cunningham **No:** Leach

* 1. Approval of June 7, 2021, Executive Session Sealed minutes.

**Motion:** To approve June 7, 2021, Executive Session minutes and keep sealed.

**Moved by** Loethen. **Second by** Bryne. **Vote:** Motion Passed (Yes =3; No =1)

**Yes:** Loethen, Bryne, Cunningham **No:** Leach

1. **Treasurer’s Report**
   1. Joe Leach presented the July 2021 treasures report.

**Motion:** To approve the July 2021 treasures report as presented.

**Moved by** Loethen. **Second by** Bryne. **Vote:** Motion Passed (Yes = 4; No = 0)

**Yes:** Leach, Cunningham, Loethen, Bryne.

1. **Presentation and approval of monthly bills**
   1. Joe Leach presented the bills through August 25, 2021 in the amount of $130,386.48

**Motion:** To approve payment of the bills through August 25, 2021 in the amount of $130,386.48

**Moved by** Leothen. **Second by** Bryne. **Vote:** Motion Passed (Yes = 4; No = 0)

**Yes:** Leach, Cunningham, Loethen, Bryne.

* 1. Joe Leach presented a request from administration to transfer $166,000 from money market to checking to cover bills.

**Motion:** To approve the transfer of $166,000 from money market to checking to cover bills.

**Moved by** Cunningham. **Second by** Loethen. **Vote:** Motion Passed (Yes = 4; No = 0)

**Yes:** Leach, Cunningham, Loethen, Bryne.

1. **Equipment Report – Kevin Byrne**
   1. The bodywork is complete in 2051 and 2014 is in full service.
2. **Property – Phil Loethen**
   1. Progress made on EMS wall. Kelly’s window has not been replaced. Chief reports the painting of the strips in the bay will be completed soon.
3. **Personnel – Joe Leach**
   1. Deferred discussion to Chief Ed Collins. Chief collins discussed that 5 potential part-time EMS candidates were being considered and a new firefighter started last month.
4. **District Administrator – Kelly Huelsmann**
   * 1. GEMT Update - Needs numbers from the audit to complete the application.
     2. Audit Update - The auditor has not provided a completion date.
5. **Fire Chief Report – Ed Collins**
   1. EMS & Fire Report – Chief Collins reported 33 Fire Calls and 122 EMS calls for July 2021.
   2. Award Presentation - Chief Collins recognized Captain Linenfelser and members of the department for their hard work putting together the tender shuttle training which included 22 departments. Chief Collins presented JJ Busch, Faith Tarr, and Chris Jamruk the certificate of meritorious service and AJ Nichols the medal of valor for their life-saving actions at a 2019 vehicle fire.
   3. Open House - Discussed the upcoming Open House on October 16, 2021.
   4. Purchase handouts for Open House - Chief Collins discussed purchasing small handouts for kids not to exceed $2100.

**Motion:** To approve the purchase of handouts for open house not to exceed $2100.

**Moved by** Bryne. **Second by** Loethen. **Vote:** Motion Passed (Yes = 4; No = 0)

**Yes:** Leach, Cunningham, Loethen, Bryne.

* 1. Chief Collins recommends probationary firefighter Nick Martin be sworn in as a firefighter. Secretary Cunningham allowed Joe Leach to administer the oath of office to Nick Martin as an honorary act for his last meeting.
  2. Chief Collins discussed the injury of a firefighter that had recently occurred on a mutual-aid call.

1. **Old Business discuss and/or take action.** 
   1. 2014 in service and the attorney is still working on recouping the cost.
2. **New Business discuss and/or take action.**
   1. Liver and Onion Dinner - Scheduled for November.
   2. Appreciation Plaques. Phil discussed his desire to get appreciation plaques for Darren Reeves, Dan Gonzalez, and Joe Leach

**Motion:** To approve the purchase of appreciation plaques not to exceed $100.

**Moved by** Loethen. **Second by** Cunningham. **Vote:** Motion Passed (Yes = 3; No = 0; Abstain = 1)

**Yes:** Cunningham, Loethen, Bryne.

**Abstain:** Leach

* 1. Yearly Cost Analysis - Phil presented a spreadsheet to the trustees where he compares the final budget vs actual report and compares income and expenses line by line to compare and identify trends.

The income side there was an error of $117K under miscellaneous income. Two CD’s matured and the proceeds were inaccurately reported as income. After correcting this error income was recognized as down $140K. This was mostly due to ambulance income declining ($435 - $350). Phil speculated this was covid related. The adjusted miscellaneous income was also down from last year ($68K - $6K due to the selling of two fire trucks).

Fire expenses were down $101K. This was mostly due to a lower loan payment on our new trucks ($300K - $200K). Phil reminded the trustees that with the loan refinancing (3.4% - 2.25%), the loan payment this year should be around $175K.

The insurance expenses were up $12K, due to an increase in workman’s comp.

The EMS expenses were down $46K. He noted that EMS salaries decreased ($809K - $794K). He speculated this was due to decreasing the number of ambulances/staffing. He also noted a decrease in health insurance costs from $117K - $103K.

The final result was expenses exceeded income by $4K, with a $1.3 million in surplus at year end.

Phil then compared his findings to the treasurer reports from last year and stated that’s how he discovered the errors in last year’s treasurer reports. Specifically referencing the two reports that were wrong last year. When compared to the current month, it gave a wrong impression of our yearly spending.

Phil stated he was concerned with upcoming IMRF spending and he was not involved with the calculation of expenses. Phil provided the opportunity for questions and there were none.

1. **Closed session**
   1. There was discussion as to what language had to be on the minutes to go into closed session. Phil stated he has spoken with the attorney and the attorney stated the language was ok. Joe had discussed we needed specific language related to the person or topic.
   2. 7:50 PM - Motion for Closed Session Pursuant to Section (2)(c)(1) of the Open meetings Act (to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body, including hearing testimony on a complaint lodged against an employee to determine validity);

**Motion:** Motion to go into closed session to discuss specific personnel in accordance with Section 2(c)(1) of the Illinois Open Meetings Act.

**Moved by** Loethen. **Second by** Bryne. **Vote:** Motion Failed (Yes = 2; No = 2)

**Yes:** Loethen, Bryne.

**No:**  Leach, Cunningham

1. **Considerations from Closed Session**
   1. None
2. **Adjourn – Adjournment of Meeting**

**Moved by** Loethen. **Second by** Cunningham. **Vote:** Unanimously approved by voice vote.

**Meeting adjourned** at 7:52 pm

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Ryan Cunningham, Secretary