



**MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES  
LINCOLNSHIRE-RIVERWOODS FIRE PROTECTION DISTRICT**

**August 21st, 2024**

**HELD AT 671 WOODLAND PARKWAY, VERNON HILLS,  
VERNON TOWNSHIP, LAKE COUNTY ILLNOIS**

Trustee Chris Kennedy called the July 22nd, 2024, Meeting of the Board of Trustees of the Lincolnshire-Riverwoods Fire Protection District to order at 2:05 p.m. with the Pledge of Allegiance at the Station 53 (671 Woodlands Parkway) Training Room.

Roll call attendance was taken as follows: Trustee Chris Kennedy–present;  
Trustee Julia Hamilton – absent; Trustee Wendy Meister-present.

Also, in attendance were Chief Tom Krueger, Deputy Chief Eric Levernier, Deputy Chief Mike Brown, James Howard - Governmental Accounting; IT Coordinator/Project Manager Keith Halfman, Attorney Shawn Flaherty, Attorney Kelli Melin, members of the LRFD, family members of Candidate Anthony Moskal. Several roofing contractors were present for opening of sealed roofing bids. Quorum present.

Public comment – None

**MINUTES:** A motion was made by Trustee Kennedy to approve the July 21st, 2024, regular and closed meeting minutes as written, seconded by Trustee Meister. A roll call vote was taken as follows:

Trustee Kennedy–yes; Trustee Hamilton–absent; Trustee Meister-yes Motion carried.

**TREASURER’S REPORT:** James Howard-Governmental Accounting reviewed the August 2024 Treasurer’s report with the Board. A motion was made by Trustee Kennedy to accept the Treasurer’s report as presented, seconded by Trustee Meister. A roll call vote was taken as follows:

Trustee Kennedy – yes; Trustee Hamilton – absent; Trustee Meister-yes Motion carried.

**CURRENT MONTHLY BILLS:** A motion was made by Trustee Kennedy to ratify paid bills for the current month per the Board List of Bills report in the amount of \$649,814.10 seconded by Trustee Meister. A roll call vote was taken as follows:

Trustee Kennedy – yes; Trustee Hamilton – absent; Trustee Meister-yes Motion carried.

**ATTORNEY REPORT:** Attorney Flaherty updated the Board in regard to several legislative bills.

**FIRE CHIEF’S REPORT:** Chief Tom Krueger updated the Board on:

1. Chief Krueger updated the Board on the positive progression of our current Candidates.
2. Chief Krueger updated the Board in regard to three (3) injured members and one (1) member will have his pension hearing on August 23<sup>rd</sup>.
3. Chief Krueger updated the Board on current hiring status of new potential candidates, timeline projection for hiring is October 1<sup>st</sup>.
4. Chief Krueger discussed with the Board in regard to Chief and Deputy Chiefs are meeting with all Division Heads to discuss current and future operational needs.
5. Chief Krueger advised the Board that there will be two (2) brick paving projects. One project is for Station 53 and one project is for Station 52. All projects are budgeted for and there is no need to conduct formal RFP / bidding process.

## **NEW BUSINESS:**

1. Candidate Anthony Moskal has successfully completed his probationary period and was recognized as a firefighter / paramedic.
2. A motion was made by Trustee Kennedy to appoint Trustee Julia Hamilton as Treasurer of the Lincolnshire-Riverwoods Firefighters Pension Fund, seconded by Trustee Meister. A roll call vote was taken as follows:  
Trustee Kennedy–yes; Trustee Hamilton–absent: Trustee Meister–yes. Motion carried.
3. A motion was made by Trustee Kennedy to approve Resolution 24-25-03, seconded by Trustee Meister. A roll call vote was taken as follows:  
Trustee Kennedy–yes; Trustee Hamilton–absent: Trustee Meister–yes. Motion carried.
4. A motion was made by Trustee Meister to approve Resolution 24-25-01 (Surplus Equipment) as presented, seconded by Trustee Hamilton. A roll call vote was taken as follows:  
Trustee Kennedy–yes; Trustee Hamilton–yes: Trustee Meister–yes. Motion carried.
5. A motion was made by Trustee Kennedy approving of the Board of Commissioner’s request to hire candidates from new eligibility register to fill current vacancies and one (1) additional candidate, seconded by Trustee Meister. A roll call vote was taken as follows:  
Trustee Kennedy–yes; Trustee Hamilton–absent: Trustee Meister–yes. Motion carried.
6. A motion was made by Trustee Meister to approve the EMS billing hardship request as presented, seconded by Trustee Kennedy. A roll call vote was taken as follows:  
Trustee Kennedy–yes; Trustee Hamilton–absent: Trustee Meister–yes. Motion carried.
7. After all sealed bids were open and recorded, a motion was made by Trustee Kennedy to authorize the Chief Staff to award the lowest responsible bid after review by Chief Staff , seconded by Trustee Meister. A roll call vote was taken as follows:  
Trustee Kennedy–yes; Trustee Hamilton–absent: Trustee Meister–yes. Motion carried.

**CLOSED SESSION:** A motion was made to enter into closed session at 2:36 p.m. for the purpose of discussing matters concerning 5ILCS 120/2 (c) (5), (8), (11) by Trustee Kennedy, seconded by Trustee Meister. A roll call vote was taken as follows:

Trustee Kennedy – yes; Trustee Hamilton – absent; Trustee Meister–yes Motion carried.

Closed session was entered at 2:28 p.m.

Present at the closed session was Attorney Shawn Flaherty, Trustee Kennedy, Trustee Meister, Chief Tom Krueger, Deputy Chief Eric Levernier, Deputy Chief Mike Brown, Attorney Kelly Mellan, Keith Halfman

At 3:05 p.m., a motion was made by Trustee Kennedy, seconded by Trustee Meister to exit closed session, and enter into regular open meeting. A roll call vote was taken as follows:

Trustee Kennedy – yes; Trustee Hamilton – absent; Trustee Meister–yes Motion carried.

The open meeting was opened to the public at 3:06 p.m.

**ACTION FROM CLOSED SESSION:** None taken

**ADMINISTRATIVE ITEMS:**

1. Signature of District documents, as applicable

**ADJOURNMENT:** A motion was made to adjourn the meeting at 3:08 p.m. by Trustee Kennedy, seconded by Trustee Meister. A roll call vote was taken as follows:

Trustee Kennedy – present; Trustee Hamilton – yes; Trustee Meister-yes Motion carried.

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Secretary, Board of Trustees (LRFPD)