



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

**January 17th, 2024**

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

Trustee Chris Kennedy called the January 17th, 2024, the Meeting of the Board of Trustees of the Lincolnshire-Riverwoods Fire Protection District to order at 2:00 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 Anthony Hanes – present (ZOOM); Trustee Wendy Meister-present.

Also, in attendance were Chief Tom Krueger, Deputy Chief Mike Brown, Brad O’Sullivan - Governmental Accounting; IT Coordinator/Project Manager Keith Halfman, Attorney Shawn Flaherty, ZOLL Representative Caroline Guibord, LRFD members, Candidate(s) family members. Quorum present.

Public comment – No comments or questions.

**MINUTES:** A motion was made by Trustee Meister to approve the December 20th, 2023, special meeting regular and closed meeting minutes as written, seconded by Trustee Kennedy. A roll call vote was taken as follows:

Trustee Kennedy–yes; Trustee Hanes–yes; Trustee Meister–yes Motion carried.

**TREASURER’S REPORT:** Brad O’Sullivan-Governmental Accounting reviewed the January 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 Hanes – yes; Trustee Meister–yes Motion carried.

**CURRENT MONTHLY BILLS:** A motion was made by Trustee Meister to ratify paid bills for the current month per the Board List of Bills report in the amount of \$260,310.38 seconded by Trustee Kennedy. A roll call vote was taken as follows:

Trustee Kennedy – yes; Trustee Hanes – yes; Trustee Meister–yes Motion carried.

**ATTORNEY REPORT:** Attorney Flaherty advised the Board that the Illinois general assembly legislature have started session. Some significant Fire Protection District legislative items to be of interest are formal bidding process amount increase (\$20K to \$30K), fund reserves for EMS funds and OPEB funds, pension levy w/o referendum, paid leave time off act starts January 2024 with limited interpretation for public safety agencies with collective bargaining agreements.

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

1. Chief Krueger updated the Board on the current status of firefighter injuries and effects on staffing.
2. Chief Krueger updated the Board on the current new firefighter candidate hiring process.
3. Chief Krueger advised the Board that the promotional process (Lieutenant/Battalion Chief) has started with final list completed by June 1, 2024.
4. Chief Krueger reminded everyone in regard to the annual award and appreciation dinner to be held on February 3<sup>rd</sup>.

5. Chief Krueger advised the Board that Deputy Chief Knesley was involved in a motor vehicle accident on December 28<sup>th</sup>. The vehicle will be a total loss. Chief Krueger advised the Board that this is an option to place a deposit on a new vehicle from previous dealership and that we are working on removing a usable equipment from damaged vehicle due to long lead times to purchase same equipment for new vehicle. Insurance company approved the District to remove any pertinent and usable equipment necessary.

**NEW BUSINESS:**

1. Candidates Micheal Jack, Marcin Kieta, and Kevin Jacks were sworn in by the Board of Trustees.
2. Caroline Guibord (ZOLL Medical) presented a cardiac monitor purchasing program. A motion was made by Trustee Kennedy to approve the Zoll Cardiac Monitor purchasing program as presented and submitted by Caroline Guibord (Zoll Medical), seconded by Trustee Meister. A roll call vote was taken as follows:  
Trustee Kennedy–yes; Trustee Hanes–yes; Trustee Meister–yes . Motion carried.
3. Lt. Ryan Shay was acknowledged for earning the OSFM Chief Fire Officer certification.
4. A motion was made by Trustee Meister to approve the 2024-25 Board of Trustees meeting schedule, seconded by Trustee Kennedy. A roll call vote was taken as follows:  
Trustee Kennedy–yes; Trustee Hanes–yes; Trustee Meister–yes . Motion carried.

**CLOSED SESSION:** A motion was made to enter into closed session at 2:49 p.m. for the purpose of discussing matters concerning 5ILCS 120/2 (c) (1), (2), (5), and (11) by Trustee Kennedy, seconded by Trustee Meister. A roll call vote was taken as follows:

Trustee Kennedy – yes; Trustee Hanes – yes; Trustee Meister–yes Motion carried.

Closed session was entered at 2:51 p.m.

Present at the closed session was Chief Tom Krueger, Deputy Chief Mike Brown, Battalion Chief Eric Levernier, Attorney Shawn Flaherty, Attorney Adam Hudoba (via ZOOM) Trustee Kennedy, Trustee Hanes (ZOOM), and Trustee Meister.

At 3:16 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 Hanes – yes; Trustee Meister–yes Motion carried.

The open meeting was opened to the public at 3:17 p.m.

**ACTION FROM CLOSED SESSION:**

1. During the open meeting, a motion was made by Trustee Kennedy to approve the 909 Milwaukee PSA proposal as submitted, seconded by Trustee Meister. A roll call vote was taken as follows:  
Trustee Kennedy–yes; Trustee Hanes–yes; Trustee Meister–yes . Motion carried.

**ADMINISTRATIVE ITEMS:**

1. Signature of District documents, as applicable

**ADJOURNMENT:** A motion was made to adjourn the meeting at 3:19 p.m. by Trustee Kennedy, seconded by Trustee Meister. A roll call vote was taken as follows:

Trustee Kennedy – present; Trustee Hanes – yes; Trustee Meister-absent Motion carried.

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Secretary, Board of Trustees (LRFPD)