



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

July 22nd, 2024

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

Trustee Wendy Meister called the July 22nd, 2024, Meeting of the Board of Trustees of the Lincolnshire-Riverwoods Fire Protection District to order at 9:02 a.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—electronically; Trustee Julia Hamilton – present; 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, LRFD Lt Steve Shetsky, AFFI Representative Art Thompson, Joel Babbit-NPPFA Benefits. Quorum present.

A motion was made by Trustee Meister to temporary make Trustee Hamilton, President “pro tempore” due to Trustee Kennedy attending electronically and needed for signatures. A roll call vote was taken as follows:

Trustee Kennedy—yes; Trustee Hamilton—yes: Trustee Meister—yes Motion carried.

Public comment – IT Coordinator/Project Manager Keith Halfman introduced several interns that will be assisting the District with various social media projects for the summer.

MINUTES: A motion was made by Trustee Meister to approve the June 19th, 2024, regular and closed meeting minutes as written, seconded by Trustee Hamilton. A roll call vote was taken as follows:

Trustee Kennedy—yes; Trustee Hamilton—yes: Trustee Meister—yes Motion carried.

TREASURER’S REPORT: James Howard-Governmental Accounting reviewed the July 2024 Treasurer’s report with the Board. A motion was made by Trustee Meister to accept the Treasurer’s report 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.

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 \$388,251.93 seconded by Trustee Hamilton. A roll call vote was taken as follows:

Trustee Kennedy – yes; Trustee Hamilton – yes; 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 of the recent structure fire on July 5th.
3. Chief Krueger stated that the new hire oral interviews will take place on July 23rd-25th. A total of 21 candidates will be interviewed with the intention of hiring four (4) as soon as final eligibility list is complete.
4. Chief Krueger notified the Board that the District will take ownership of the new ambulance on July 26th with an anticipated in-service date of early October 2024.

NEW BUSINESS:

1. A motion was made by Trustee Hamilton to reappoint Commissioner Peg Cucci to a two (2) year term, seconded by Trustee Meister. A roll call vote was taken as follows:
Trustee Kennedy–yes; Trustee Hamilton–yes: Trustee Meister-yes. Motion carried.
2. A motion was made by Trustee Hamilton to reappoint Commissioner David Schaper to a three (3) year term, seconded by Trustee Meister. A roll call vote was taken as follows:
Trustee Kennedy–yes; Trustee Hamilton–yes: Trustee Meister-yes. Motion carried.
Commissioner Schaper introduced himself to the Board and provided information related to his 17 years of service as Commissioner for the LRFD.
3. 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.
4. A motion was made by Trustee Meister to approve the restructure of the Board of Trustees as follows:
 - a. Trustee Chris Kennedy = President
 - b. Trustee Wendy Meister = Secretary
 - c. Trustee Julia Hamilton = Treasurerseconded by Trustee Hamilton. A roll call vote was taken as follows:
Trustee Kennedy–yes; Trustee Hamilton–yes: Trustee Meister-yes. Motion carried.
5. Joel Babbit-NPPFA Benefits introduced himself and provided the Board with information about the NPPFA and the services they can provide to the District.

CLOSED SESSION: A motion was made to enter into closed session at 9:28 a.m. for the purpose of discussing matters concerning 5ILCS 120/2 (c) (1) and (5) by Trustee Meister, seconded by Trustee Hamilton. A roll call vote was taken as follows:

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

Closed session was entered at 9:29 a.m.

Present at the closed session was Attorney Shawn Flaherty, Trustee Kennedy (electronically), Trustee Hamilton, and Trustee Meister, Chief Tom Krueger, Deputy Chief Eric Levernier, Deputy Chief Mike Brown, Attorney Kelly Mellan, LRFD Lt Steve Shetsky, AFFI Representative Art Thompson

LRFD Lt Steve Shetsky, AFFI Representative Art Thompson exited closed session at: 9:39 a.m.

Trustee Hamilton exited closed session at 10:23 a.m. Trustee Hamilton entered closed session at 10:24 a.m.

At 10:42 a.m., a motion was made by Trustee Hamilton, 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 – yes; Trustee Meister-yes Motion carried.

The open meeting was opened to the public at 10:43 a.m.

ACTION FROM CLOSED SESSION:

1. A motion was made by Trustee Meister to approve the Dewberry, Inc. short form agreement pending attorney review & revisions as discussed seconded by Trustee Meister. A roll call vote was taken as follows:
Trustee Kennedy–yes; Trustee Hamilton–yes; Trustee Meister–yes. Motion carried.
2. A motion was made by Trustee Meister to approve authorizing the Fire Chief to obtain quotes from certified appraisers to appraise the 115 Schelter Road Fire Station property (District property) seconded by Trustee Hamilton. A roll call vote was taken as follows:
Trustee Kennedy–yes; Trustee Hamilton–yes; Trustee Meister–yes. Motion carried.
3. A motion was made by Trustee Meister to provide the Step 3 grievant a written response within ten (10) days seconded by Trustee Hamilton. A roll call vote was taken as follows:
Trustee Kennedy–yes; Trustee Hamilton–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 10:49 p.m. by Trustee Meister, seconded by Trustee Hamilton. A roll call vote was taken as follows:
Trustee Kennedy – present; Trustee Hamilton – yes; Trustee Meister–yes Motion carried.

Secretary, Board of Trustees (LRFPD)