



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

**September 18th, 2024**

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

Trustee Wendy Meister made a motion to assign Trustee Julia Hamilton President “pro-tempore” due to the absence of Trustee President Chris Kennedy seconded by Trustee Hamilton. A roll call vote was taken as follows:

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

Trustee Hamilton called the September 18th, 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–absent;  
Trustee Julia Hamilton – present; Trustee Wendy Meister-present. Quorum 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 Kelli Melin, members of the LRFD.

Public comment – None

**MINUTES:** A motion was made by Trustee Meister to approve the August 21st, 2024, regular and closed meeting minutes as written, seconded by Trustee Hamilton. A roll call vote was taken as follows:  
Trustee Kennedy–absent; Trustee Hamilton–yes; Trustee Meister-yes      Motion carried.

**TREASURER’S REPORT:** James Howard-Governmental Accounting reviewed the September 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 – absent; 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 \$1,842,726.94 seconded by Trustee Hamilton. A roll call vote was taken as follows:  
Trustee Kennedy – absent; Trustee Hamilton – yes; Trustee Meister-yes      Motion carried.

**ATTORNEY REPORT:** Attorney Keli Melin updated the Board in regard to the Illinois legislative veto session will be in November. They will discuss an increase in the Tier 2 Firefighter/Paramedic pension benefits. Legal counsel will update the Board when more information presents.

**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 was awarded a line of duty disability pension on August 23<sup>rd</sup>.
3. Chief Krueger updated the Board on current hiring status of five (5) candidates, timeline projection for hiring is October 1<sup>st</sup>.
4. Candidate Mike Schalasky graduated from paramedic school. Candidate Adam Knoll graduated from the NIPSTA Fire Academy.

**NEW BUSINESS:**

1. Fire Marshal Brandon Rhoades and Lieutenant (temporary appointed) Matt Bacarella were given their Oath of Office for their promotion to the rank of Lieutenant.
2. A motion was made by Trustee Meister to approve the EMS billing hardship request as presented, seconded by Trustee Hamilton. A roll call vote was taken as follows:  
Trustee Kennedy–absent; Trustee Hamilton–yes; Trustee Meister–yes. Motion carried.
3. A motion was made by Trustee Hamilton to approve the application for the OSFM Small Equipment grant as presented by Chief Krueger, seconded by Trustee Meister.  
A roll call vote was taken as follows:  
Trustee Kennedy–absent; Trustee Hamilton–yes; Trustee Meister–yes. Motion carried.

**CLOSED SESSION:** A motion was made to enter into closed session at 2:23 p.m. for the purpose of discussing matters concerning 5ILCS 120/2 (c) (5), (11) by Trustee Meister, seconded by Trustee Hamilton. A roll call vote was taken as follows:

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

Closed session was entered at 2:25 p.m.

Present at the closed session was Attorney Keli Melin, Trustee Meister, Trustee Hamilton, Chief Tom Krueger, Deputy Chief Eric Levernier, Deputy Chief Mike Brown, Keith Halfman (Project Manager/IT), James Howard (Government Accounting).

At 2:47 p.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 – absent; Trustee Hamilton – yes; Trustee Meister–yes Motion carried.

The meeting was opened to the public at 2:49 p.m.

**ACTION FROM CLOSED SESSION:**

1. A motion was made by Trustee Meister to (1) approve the IGA (regarding the District's acquisition of 3750 Deerfield Road from the Village of Riverwoods) and (2) authorize and direct the Fire Chief, Board President, Board Secretary, and the District's legal counsel each individually negotiate the details of the transfer of Property, including to make any amendment(s) to the IGA, and to execute any and all documents necessary in furtherance of the transfer of the Property pursuant to law, including any and all documents typical of a real property closing.  
A roll call vote was taken as follows:  
Trustee Kennedy – absent; 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 2:58 p.m. by Trustee Hamilton, seconded by Trustee Meister. A roll call vote was taken as follows:

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

---

Secretary, Board of Trustees (LRFPD)