Northern Piatt Fire Protection District

Trustees Meeting

November 20, 2018

The meeting was called to order at 7:00 PM.

Roll call was taken. Trustees present: Duffy Deffenbaugh, Scott Roth, Larry Borhart and Bob Henderson. Trustees absent: John Hannah. Also present: Chief Jones, Cindy Giertz.

Minutes from the October meeting were reviewed. Bob made a motion to approve the minutes. Scott seconded the motion. A roll call vote to approve the minutes was unanimous.

The bills payable and treasurer’s report were reviewed. Bob made a motion to approve the bills payable and treasurer’s report for October. Larry seconded the motion. A roll call vote to approve the bills payable and treasurer’s report was unanimous.

Old Business

1. Duffy plans to meet with Greg Larkin to discuss the bathroom renovation. The Chief reported that the bathroom door locks have been purchased and need to be installed.
2. The Chief has not yet been able to discuss EMT course policies/mileage reimbursement with other area fire chiefs. Cindy reported that she received one response from a volunteer fire department and they paid all expenses related to these courses.
3. The new reporting software won’t allow call reports to be generated without Silverlight. After January 1, this software will no longer be needed so call reports will be available beginning in 2019.
4. It was noted that repair of the concrete for the front of the station will be discussed in 2019.
5. Discussion about the 24-hour Accidental Death & Dismemberment Insurance will be held at the December meeting. Cindy will provide copies of the proposal in the board packets.
6. Duffy made a motion to approve the levy in the amount of $171,745.00 for the General Fund and $23,500.00 for the EMS Fund. Larry seconded the motion. A roll call vote to approve the levy was unanimous.

New Business

1. Reviewed the Annual Financial Statement. Cindy reported that she met with the accountant and he noted that there were several uncleared checks for the period from 2013 through 2017. He suggested that the check recipients be notified to determine whether a new check needs to be written or if the transaction can be voided. Cindy will also contact First Mid Bank to determine the cost of a stop payment for checks. Duffy made a motion to approve the AFR. Bob seconded the motion. A roll call vote to approve the AFR was unanimous.
2. Duffy noted that he has reviewed the recent The Fire Call magazine and provided an update on an article noting the responsibilities of the Board of Trustees. He also reported that other articles included information about fire departments being involved in area mass shooter training, sealed bids being required for purchases at $20,000 and over and that there is an upcoming Administration Training Session to be held on March 2, 2019 in Champaign and suggested that Cindy attend with the district paying the cost for the session.

Chief’s Old Business

1. The Chief reported that the total cost for the radio will be $1,228. (transmitter at $720, microphone at $180, display head at $180 and labor for programming at $148). Duffy made a motion to purchase all components for the radio. Larry seconded the motion. A roll call vote to approve the motion was unanimous.
2. The Chief reported that the cross-cut paper shredder needs to be replaced at a cost of about $100. Duffy made a motion to purchase a new paper shredder. Larry seconded the motion. A roll call vote to approve the motion was unanimous.
3. The Chief noted that the phone system needs to be replaced as the current system is analog and calls are being dropped because most systems are now digital. Verizon is offering free phones through December 31, 2018 (phone cost is $85 each). Further discussion will be held at the December meeting.
4. The FEMA grant proposal has been filed.
5. The Chief has left several messages for the Cornbelt Fire Department chief to discuss the contracting area. The Cornfelt chief has not returned those calls.

Chief’s New Business

1. The Chief reported that several firefighters had discussed having the Christmas dinner at a restaurant. The suggestion was made to have the dinner at Alexanders on December 17, with the district paying $30 for each attendee (firefighters, trustees and district employees with one guest each), with any amount over $30 being the responsibility of the attendee. The Chief estimates 40 attendees. The Chief noted that he will contact Cornbelt and Mid-Piatt Fire Departments to request coverage during the event. He also reported that the end-of-year awards will be presented at the December 10 firefighter meeting. The trustees agreed with this plan.
2. The district webpage should be updated by the end of the year. There will be an area for meeting minutes, a calendar of events, etc.

The meeting was adjourned at 7:45 PM.