

Northern Piatt Fire Protection District
Trustees Meeting
February 19, 2020

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

Roll call was taken. Trustees present: Donald Deffenbaugh, Larry Borhart, John Hannah, Bob Henderson and Dale Lipsey. Also present: Chief Jones, Cindy Giertz.

Minutes from the January meeting were reviewed. Larry made a motion to approve the minutes. Dale seconded the motion. A roll call vote to approve the minutes was unanimous.

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

Old Business

- 1) Scott Davis was present to discuss his revised proposal for providing computer services. He noted that 501(c)3 organizations receive discounted pricing for Microsoft software. The Firefighter Association is a 501(c)3 organization, while the district is not. Scott's proposal includes one year of maintenance. Scott's maintenance fee is \$125 per hour. Future maintenance is available as a contract (which provides a discounted rate of \$100 per hour for a guaranteed 5 hours per month) or on an hourly basis. Cindy will provide a breakdown as to which budget categories will be used for payment of the various costs associated with the proposed upgrade. The suggestion was made to consider beginning the work in April and to complete the work in May.
- 2) Discussion was held on the pay raise proposal. It was noted that there were several errors in calculations, including the total amounts for calls, EMS reports and fire reports. Discussion included the following: concern that proposed pay for training is higher than pay for calls; concern that the training officer should be the second highest paid officer after the Chief; concern with the proposed hourly work (what does this include, how will this be controlled, will time sheets be needed), etc. Elimination of the hourly work pay was suggested. It was noted that there are sometimes special training sessions held which might fall under the hourly work category and it was suggested that this could be brought to the attention of trustees for action at the time the training session is held. A proposal from the trustees was discussed and included the following: \$12 per call, \$20 for training/meetings, \$5 BLS EMS reports and fire reports, \$10 for ALS EMS reports and no hourly work. The Chief will ask Assistant Chief Cahoe to clarify the calculations on the proposal and attend the March meeting for further discussion. As the new pay structure will take effect upon vote of the trustees, the Chief and Cindy will be required to calculate the November 2020 pay based on the existing pay structure for the period from November 2019 to date of approval and the new pay structure from date of approval to November 2020.
- 3) The old generator was manufactured in June 2003. The Chief has not yet developed specs for a seal bid for surplus equipment for the generator, transfer switch, etc.
- 4) Duffy noted that the bathroom renovation is not yet complete. He will discuss this with Scott Harper.

New Business

- 1) Cindy spoke with Neal Kuester, our accountant, about an audit being conducted this year. Neal noted that the procedure for a review and audit are the same, with the trustees being required to answer additional questions in an audit. Neal noted that an audit has a higher cost and is not required so he recommends that we continue with reviews. Duffy asked Cindy to thank Neal for his advice.

Chief's Old Business

- 1) The Chief has reviewed the FEMA grant application and has sent corrections to the grant writer so that the application can be submitted.
- 2) The hub for the building generator has been installed and is working well.
- 3) Sizing for new turnout gear has been completed for some of the firefighters. During the sizing meeting, the representative noted that there is a change in the cost of the material for some of the gear so the new cost is \$2,112 per set for coat, pants, boots and hood. Larry made a motion to purchase the gear at a cost of \$2,112 per set. Dale seconded the motion. A roll call vote to approve the motion was unanimous.
- 4) The air bag system has not yet arrived.
- 5) The Champaign County Fire Chiefs will be submitting the FEMA grant application for new pagers.
- 6) The Chief provided a quote for a pressure washer with the following specs: portable, electric, 1100 psi, 50 feet of hose, 30 second shutdown time. The cost is \$1,750. John will talk to the company representative to determine if additional discounts are available. Duffy made a motion to purchase a new pressure washer at a cost of up to \$1,750. Dale seconded the motion. A roll call vote to approve the motion was unanimous.

Chief's New Business

- 1) The Chief reported that the air compressor has been checked for possible repair. He noted that a new air compressor may need to be purchased.
- 2) The Chief reported that Illinois is implementing new protocols for their EMS system. This includes removing some of the procedures that current EMT-Is are able to perform (intubation, medications, and some of the responsibilities associated with cardiac monitoring). EMT-Intermediate will now be called EMT-Advanced. NPPFD will be required to upgrade to the new system so that paramedics can continue to perform their current responsibilities. The new system requires the purchase of several new medications. The station will be required to have two medication bags – one for use by paramedics and the other for use by EMT-A.
- 3) The Pancake-Sausage Breakfast is scheduled for March 28, 2020, 6am-2pm.

The meeting was adjourned at 9:05 PM.