

MANHATTAN FIRE PROTECTION DISTRICT

October 17, 2022

The Manhattan Fire Protection District held its meeting at Manhattan Fire Station #81. The meeting was called to order at 4:00 p.m. Trustees present were Bill Moncrief, Larry Goodwin, Bill Weber, and Bob Davis. Members absent were Nick Kotchou. Fire Department personnel present were Chief Malone, D/C Piper, B/C Boyle, Lt. Dan Gulli, FF Tom McKay, FF Jacob Walsh and Admin Asst. Kim Ingram. Also in attendance was Attorney John Motylinski, James Howard, Governmental Accounting and Joe Martin, Brian Zabel and Assoc (via Zoom)

Public Hearing on Tentative Budget ending December 31, 2022

MOTION by Weber, seconded by Goodwin to open the public hearing at 4:02p.m. **Motion Carries.**

No objections were made.

MOTION by Goodwin, seconded Weber to close the public hearing at 4:03 p.m. **Motion Carries.**

Public Comment

None.

Approval of Minutes

MOTION by Weber, seconded by Goodwin to approve the minutes from the September 7, 2022 special meeting and the September 19, 2022. **Motion Carries.**

Treasurers Report & Bills

District Financial Status

James Howard, Governmental Accounting, discussed the district's September finances with the Trustees. Revenue, expenditures, ambulance fees and fund balances were discussed at length. He compared previous year data and current year data and stated everting looks good.

MOTION by Weber, seconded by Goodwin approve the treasurer's report and pay bills as presented. **Motion Carries.**

OLD BUSINESS

Dispatch

Everything is moving forward with the P25 project. By December 1st we should be on the new system and moving away from VHF.

NEW BUSINESS

Presentation of Audit

Auditor Joe Martin, Brian Zabel & Assoc. was present via Zoom to review the Annual Financial Report ending April 30, 2022 and stated everything is balanced and the District is in good standing with an unqualified opinion. He discussed and read through the report and answered any questions from the Trustee's.

VFIS Insurance Policy Renewal

MOTION by Weber, seconded by Goodwin to approve the VFIS Accident & Sickness renewal. **Motion Carries.**

Life Insurance Policy Renewal

MOTION by Davis, seconded by Weber to approve the Life Insurance Policy Renewal in the amount of \$4945.00. **Motion Carries.**

Ordinance 2022-03 Shortening Current Fiscal Year to end December 31, 2022 and Change the Fiscal Year to Jan 1 – Dec 31

As we move to shorten the current budget year, a new budget is being worked on and will start January 1, 2023.

MOTION by Davis, seconded by Weber to approve Ordinance 2022-03 Shortening the Current Fiscal Year to end December 31, 2022 and Change the Fiscal Year to Jan 1 – Dec 31. **Motion Carries.**

Ordinance 2022-04 Budget and Appropriates beginning May 1, 2022 ending December 31, 2022

The ordinance is amending the current budget to the shorted year end of December 31, 2022.

MOTION by Goodwin, seconded by Davis to approve Ordinance 2022-04 for the Budget and Appropriates beginning May 1, 2022 ending December 31, 2022. **Motion Carries.**

Determination of Tax Levy

James Howard, Accountant Gov Accounting, presented information regarding the 2022 proposed tax levy. He discussed the new growth within the district and the increase in valuation. We can capture about 10% of the new growth

MOTION by Davis, seconded by Weber to determine the tax levy at 11.75% and will require a Truth and Taxation hearing. **Motion Carries.**

Resolution 2022-01 Authorizing Illinois Municipal League to Collect the 2% Foreign Fire Insurance License Fee

Due to recent changes in the law, this resolution is a formality to continue using Illinois Municipal League to collect the required Foreign Fire Insurance money.

MOTION by Goodwin, seconded by Weber to adopt Resolution 2022-01 Authorizing Illinois Municipal League to Collect the 2% Foreign Fire Insurance License Fee. **Motion Carries.**

Public Act 102-1088

Public Act 102-1088 could possibly be the first step in a state level forced consolidation. This act requires the creation of a committee to evaluate efficiencies of the organization, taxes, shared services, IGA's, revenue services, etc. Within one year a committee must be comprised of all Board Trustees, all Chief Officers and two members of the public. Reports must be generated and provided to the Will County for review. The Board feels most of this research has been done over the past two years. Something will be prepared to go out publicly for the public to join.

Trustee Goodwin asked if the State would be able to say who must consolidate with who? The answer is yes, it could as we have seen with Pension and the Will County dispatch centers.

Approve Agreement for the Purchase of Real Estate

This agreement is for the purchase of Real Estate from the Manhattan School District 114 for Property located at S. Eastern Avenue.

MOTION by Weber, seconded by Davis to approve the agreement to purchase real estate. On a roll call vote, all voting "aye", **Motion Carries.**

Ordinance 2022-05 Authorizing Acquisition of Real Property

MOTION by Davis, seconded by Weber to approve Ordinance 2022-05 Authorizing Acquisition of Real Property. On a roll call vote, all voting "aye", **Motion Carries.**

MOTION by Weber, seconded by Goodwin to allow Chief Malone to sign agreement on the Boards behalf. **Motion Carries.**

VK Proposal

The Board discussed the proposal for Professional Services from VK (Veenstra & Kimm, Inc.) for the new fire station. By hiring this firm they would handle various tasks including, providing a scope and survey, provide all documents and drawings, surveys & studies, design and floor plan, all bidding procedures, permits and work in compliance with the Village, etc. This would

provide everything under one company for a total of \$419,000.00. Chief Malone has reached out to other local Chief's that have recently built stations and this is in line with their costs. This cost has been included in the new budget. The Board discussed the qualifications and previous work performed by VK and they have a vested interest in following their drawing and prints and oversee all contracted work performed to make sure everything is followed through. They have experience with other fire stations and training facilities.

MOTION by Davis, seconded by Weber to approve the quote from VK (Veenstra & Kimm, Inc.) for \$419,000.00. **Motion Carries.**

Chief's Report

- Recently received the demand to bargain letter from the Union. Negotiations will start soon.
- 1262 calls this year
- currently working on three budgets, updating the fleet and facility plan and looking at staffing based on the upcoming PFPD vote.
- FLSE Jackie has been busy with fire prevention month and also helping in Peotone. She received a nice letter from Roberts Park FPD for her help with their FLSE person.
- Commissioner Swyndro recently refinished the 1950's peddle car in the vestibule. It looks great.
- provided an update to the Trustee's regarding the recent Peotone Board meeting. He explained everything depends on the vote and we need to have a direction if it passes or fails. If it's a yes vote he has been working on a consolidated financial plan. Tuesday, Oct 25th will be a town hall event at the Peotone Fire Station open to the public.

B/C Report

- Everything is moving along and 6 month Preventative Maintenance is taking place on various apparatus and the fleet is in good standings.
- New ambulance midpoint inspection is scheduled for November 15th.
- It is hard to maintain a proper fleet and facilities plan and budget due to the supply chain and length of time for a new apparatus. This will need to be looked into.

D/C Report

- Working on bid documents for service for the source capture grant the district received.
- Two Full Time new hires will start October 31st. Currently completing physicals and background checks.
- Many members are enrolled in classes to continue their education
- continue to merge the pool of part time members to fill spots at Manhattan and Peotone as needed.

Adjournment

MOTION by Goodwin, seconded by Weber to adjourn at 5:17pm. **Motion Carries.**