

MANHATTAN FIRE PROTECTION DISTRICT

February 21, 2023

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, Nick Kotchou (zoom), Brian Hupe and Bill Osborne. Members absent were Bob Davis. Fire Department personnel present were Chief Malone, D/C Piper, B/C Boyle, Admin Asst. Kim Ingram and Jackie Ohara FLSE. Also in attendance was Attorney John Motylinski and James Howard, Governmental Accounting (zoom).

Public Comment

None

Approval of Minutes

MOTION by Hupe, seconded by Kotchou to approve the minutes from the January 16, 2023. **Motion Carries.**

Treasurers Report & Bills

District Financial Status

James Howard, Governmental Accounting, discussed the new 2023 consolidated budget. Property taxes will begin to be reflected by May or June. Revenue, expenditures, ambulance fees and fund balances were discussed at length as well as capital expenses.

MOTION by Kotchou, seconded by Osborne to approve the treasurer's report and pay bills as presented. **Motion Carries.**

OLD BUSINESS

Dispatch

Chief Malone stated things are going well and station alerting is currently working properly. Chief Boyle will be the Manhattan representative as Executive Board Chairman. Currently on Call #325. Chief Malone reported a breakdown of calls based off response area.

NEW BUSINESS

Swearing-in Trustee Hupe and Osborne

Trustee Brian Hupe and Trustee Bill Osborne read the oath and were sworn-in by President Moncrief.

2023 Operational Budget

Chief Malone discussed the 2023 operational budget. He stated revenue includes the ARPA funds, IPRF grants and LCC Rebate. This is a balanced budget and some line-item expenses have been reduced due to consolidating with vendors. He discussed capital items, planned expenses and projects for the upcoming year.

457 Resolution 2022-01 (Valic)

Valic is a deferred comp program that was established at Peotone FPD prior to 2013. Currently there are no active members participating in this plan.

MOTION by Hupe, seconded by Weber to approve resolution 2023-01 to terminate the 457 (b)Valic program and to give Chief Malone signature authority on documents. **Motion Carries.**

Collective Bargaining Agreement

The Union contract has been negotiated and both sides are in agreement with the final CBA. The Attorney has reviewed the agreement and Accountant James Howard is comfortable with the numbers.

MOTION by Goodwin, seconded by Osbone to approve the Collective Bargaining Agreement effective 5/1/23. On a roll call vote, all voting "AYE", **Motion Carries.**

Approve the Board of Commissioners to Appoint 1 FF to Fill Upcoming Vacancy

One full time employee will potentially be leaving to accept a position at another full time department. The Board of Commissioner's will need to make an appointment to fill the vacancy.

MOTION by Osborne, seconded by Weber to approve the Board of Commission's to appoint one member pending the vacancy. **Motion Carries.**

The next person on the eligibility list is currently working on our department as a part time member.

Approve New Audit Firm

The District was made aware that Brian Zabel and Associates is no longer performing audits for governmental agencies. Accountant James Howard sent out an RFQ for a new auditing firm. Two firms responded: Lauterbach & Amen, Selden Fox, and Mack & Associates declined to send a quote. The selected firm would need to provide a stub year audit for 8 months ending 12/31/22 as well as future calendar year audits. L&A 2022:\$ 25,920, Total for 3 years \$73,700.00 Selden Fox 2022:\$30,000.00, Total for 3 years \$105,000.00.

Discussion was had with Attorney Motylinski that no legal conflict exists as L&A provides services to the Pension Board as well.

MOTION by Weber, seconded by Goodwin to approve Lauterbach & Amen to conduct the annual audits for Manhattan Fire Protection District and stub year audit for Peotone Fire Protection District. **Motion Carries.**

Chief's Report

- Attended the Manhattan State of the Village address and discussed the land purchase and new station.
- New growth is occurring in both districts.
- The new station floor plan is complete. Discussion will begin to narrow down costs.
- The closing transaction is complete for the school property purchase
- working on a new ARPA grant
- Station 83 floor plan is complete, but no costs have been provided.
- The annual awards banquet will be held in April and Trustees should plan to attend the annual conference in June.
- We continue to provide many pub ed programs for the public.
- The members are really involved with Project Fire Buddies.
- Chief Malone and Chief Piper are planning to attend the Springfield Legislative Day in March.

Deputy Chief's Report

- Discussed recent hiring of Full time members and promoting three members to rank of Lieutenant. Recently hired 6 people to fill open part time positions.
- Unions are in agreement of a 6 month transition period.
- Morris rider program is going well.
- Currently working on a SAFER grant and OSFM small equipment grant.

Battalion Chief's Report

- The new ambulance will be ready March 6th. At that time Ambulance 84 will be dropped off for the chassis remount.
- Chief Boyle has had a lot of interaction with the Village of Manhattan and the Village of Peotone regarding codes, occupancy, etc.
- The light tower on RE82 was recently damaged and a claim to insurance has been submitted. The Health and Safety Committee is doing an investigation.

Adjournment

MOTION by Goodwin, seconded by Weber to adjourn at 5:09pm. **Motion Carries.**