**BOARD OF TRUSTEE MEETING**

**REGULAR MEETING**

**Open Session Minutes**

910 E Grand Ave, Lake Villa, IL 60046

March 4, 2024, 5:00 PM

**BOARD OF TRUSTEES**

James Stout, President

Ingrid Skidmore, Treasurer

Howard Schnitzer, Secretary

1. **CALL TO ORDER**

The meeting was called to order by President Stout at 5:00 PM.

1. **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Trustee Stout.

1. **ROLL CALL**

The following members were present: Trustee James Stout, Trustee Ingrid Skidmore, Trustee Howard Schnitzer

**OTHERS PRESENT IN-PERSON**

Chief Slazes, Deputy Chief Becker, Heather Welsch – Administrative Assistant, John Falduto of Sawyer Falduto Asset Management, LLC, Guests attending the Swearing In Ceremony

**VIA ZOOM**

James Howard of Government Accounting Services, Joseph Miller of Ottosen, DinNolfo, Hasenbalg & Castaldo Ltd.

1. **SWEARING IN CEREMONY**
   * New Members sworn in as full-time Firefighter-Paramedics:
     + Gregory Grampovnik
     + Joseph Thennes
2. **PUBLIC COMMENT**

NONE

1. **APPROVAL OF MEETING MINUTES**
2. **February 5 & 19, 2024 Open Meeting Session Minutes:** Trustee Skidmore motioned to approve the minutes and release as presented. The motion was seconded by Trustee Schnitzer.

Roll Call Vote: Trustee Stout: Aye. Trustee Skidmore: Aye. Trustee Schnitzer: Aye. Motion passed.

1. **February 5, 2024 Closed Meeting Session Minutes:** Trustee Skidmore motioned to approve the minutes and release as presented. The motion was seconded by Trustee Schnitzer.

Roll Call Vote: Trustee Stout: Aye. Trustee Skidmore: Aye. Trustee Schnitzer: Aye. Motion passed.

1. **FINANCIAL REPORTS**

a). **Financial Statements:**

* John Falduto presented the District Investment Report ending February 29, 2024
* James Howard presented the District Financial Report ending January 31, 2024.
* Trustee Skidmore motioned to approve the District Investment and Financial Reports as presented. The motion was seconded by Trustee Schnitzer.

Roll Call Vote: Trustee Stout: Aye. Trustee Skidmore: Aye. Trustee Schnitzer: Aye. Motion passed.

b). **Treasurer’s Report –** Trustee Skidmore presented the Bill List for February 6, 2024-March 4, 2024. Trustee Stout motioned to approve payment of bills, including two (2) payroll periods in the amount of $553,979.75. The motion was seconded by Trustee Schnitzer. Roll Call Vote: Trustee Stout: Aye. Trustee Skidmore: Aye. Trustee Schnitzer: Aye. Motion passed.

1. **OLD BUSINESS/DISCUSSION AND POSSIBLE ACTION**

NONE

1. **NEW BUSINESS/DISCUSSION AND POSSIBLE ACTION**

Dates confirmed to discuss and approve the budget for Fiscal Year 2024/2025.

1. **ADMINISTRATION REPORTS**

a). **Fire Chief Slazes:**

* February 2024 reported incidents resulted in 303 calls, 150 were transports.
* An overview of fires, EMS incidents and trainings given.
* February training hours performed by members was 1217, with an average of 28 hours per member.
* A report was given on the new hire orientation process for the two new members sworn into the District.
* A report was given on the 2024 IPRF Audit and the anticipated refund.

b). **Fire Prevention Bureau:**

* Lt. Biggs was not presented to give a full report.
* Chief Slazes gave a brief update on a recent apartment fire investigation.

d).  **Attorney:** NONE

e). **Trustees:** NONE

1. **Closed Session**
   * Trustee Stout motioned to enter into Closed Session at 5:51 PM for the purpose of the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity (5 ILCS 120/2 (c) 1).

* The motion was seconded by Trustee Schnitzer. Roll Call Vote: Trustee Stout: Aye. Trustee Skidmore: Aye. Trustee Schnitzer: Aye. Motion approved.
* Present in Closed Session: Trustee Stout, Trustee Skidmore, Trustee Schnitzer, Fire Chief Slazes, Deputy Chief Becker, Josheph Miller (via Zoom).
* Trustee Stout motioned to adjourn Closed Session at **6:20 PM**. The motion was seconded by Trustee Skidmore. Roll Call Vote: Trustee Stout: Aye. Trustee Skidmore: Aye. Trustee Schnitzer: Aye. Motion passed.

1. **REPORT UPON RETURN FROM CLOSED SESSION**

* Trustee Stout motioned to return to Open Session at **6:21 PM**. The motion was seconded by Trustee Skidmore. Roll Call Vote: Trustee Stout: Aye. Trustee Skidmore: Aye. Trustee Schnitzer: Aye. Motion passed.
* No final action was taken in Closed Session.
* The Board of Trustees has directed the Commission to promote a Battalion Chief.
* Trustee Skidmore motioned to have the Commission promote a Battalion Chief. The motion was seconded by Trustee Schnitzer. Roll Call Vote: Trustee Stout: Aye. Trustee Skidmore: Aye. Trustee Schnitzer: Aye. Motion passed.

1. **ADJOURNMENT**

There being no more business to come before the Board of Trustees, Trustee Skidmore motioned to adjourn at **6:22** **PM.** The motion was seconded by Trustee Schnitzer. Roll Call Vote: Trustee Stout: Aye. Trustee Skidmore: Aye. Trustee Schnitzer: Aye. Motion passed.

Next Regular Board Meeting: April 1, 2024

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Howard Schnitzer, Secretary Date

Submitted by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Heather Welsch, Recording Secretary Date