



LAKE VILLA
FIRE PROTECTION DISTRICT

BOARD OF TRUSTEE MEETING

REGULAR MEETING

Open Session Minutes

910 E Grand Ave, Lake Villa, IL 60046

August 7, 2023, 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 Board of Trustee President Stout at **5:01 PM**.

2. **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Trustee Stout.

3. **SWEARING IN CEREMONY**

FF Marchin Machnik was sworn in by Trustee Stout as a Firefighter/Paramedic for the LVFPD.

4. **ROLL CALL**

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

OTHERS PRESENT IN-PERSON

Chief Slazes, D/C Becker, Lt. Justin Biggs, Hannah Bartlett – Administrative Assistant, Heather Welsch – Administrative Assistant, Edward Lavin of Sawyer Falduto, on-duty Department Members

VIA ZOOM

James Howard of Government Accounting Services, Megan Lamb and Erika Thomas of Ottosen, Dinolfo, Hasenbalg & Castaldo Ltd., Heath Graham, unidentified member of the public with “405” phone prefix

5. **PUBLIC COMMENT**

NONE

6. **APPROVAL OF MEETING MINUTES**

a). **July 10, 2023 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: Trust Stout: Aye. Trustee Skidmore: Aye. Trustee Schnitzer: Aye. Motion passed.

b). **July 10, 2023 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: Trust Stout: Aye. Trustee Skidmore: Aye. Trustee Schnitzer: Aye. Motion passed.

7. **FINANCIAL REPORTS**

a). **Financial Statements:**

- Edward Lavin from Sawyer Falduto presented the District Account



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Portfolio YTD ending June 30, 2023 and July 31, 2023.

- Trustee Skidmore motioned to approve the Portfolio Report as presented ending June 30, 2023. The motion was seconded by Trustee Schnitzer. Roll Call Vote: Trust Stout: Aye. Trustee Skidmore: Aye. Trustee Schnitzer: Aye. Motion passed.
- James Howard of Government Accounting Services presented the District Financial Report ending June 30, 2023 Fiscal Year 2024.
 - Trustee Skidmore motioned to approve the Financial Reports as presented. The motion was seconded by Trustee Schnitzer. Roll Call Vote: Trust Stout: Aye. Trustee Skidmore: Aye. Trustee Schnitzer: Aye. Motion passed.
- b). **Treasurer's Report** – Treasurer Skidmore presented the Bill List July 11 to August 7, 2023. Trustee Stout motioned to approve payment of bills including two (2) payrolls in the amount of \$576,678.83. Trustee Stout motioned to approve the Financial Report as presented. The motion was seconded by Trustee Schnitzer. Roll Call Vote: Trust Stout, Aye. Trustee Skidmore, Aye. Trustee Schnitzer, Aye. Motion passed.

8. OLD BUSINESS/DISCUSSION AND POSSIBLE ACTION

None

9. NEW BUSINESS/DISCUSSION AND POSSIBLE ACTION

- a). Hiring of part-time Assistant Chief – to be discussed in closed session
- b). Appointment of Decennial Committee Board
 - Must include Chief Slazes, Trustee Stout, Trustee Skidmore and Trustee Schnitzer
 - Nominated members of the public: Heather Welsch and Hannah Barlett
 - Must conduct 3 meetings throughout the year.
 - Trustee Stout motioned to approve the nominees as members of the public for the Decennial Committee. The motion was seconded by Trustee Skidmore. Roll Call Vote: Trust Stout: Aye. Trustee Skidmore: Aye. Trustee Schnitzer: Aye. Motion passed.

10. ADMINISTRATION REPORTS

- a). **Fire Chief Slazes:**
 - Recently retired firefighters: Alan O'Brien and Kurt Skinner
 - Building and grounds update:
 - Entrance closure for curb maintenance
 - Proposed training pad
 - Possible road closure request
 - Chief Slazes, along with several lieutenants, will be taking a trip in August to Pierce in Appleton to see production of new rig.
 - July 2023 reported incidents resulted in over 314 calls, 168 were transports. An overview of the July fire and EMS incidents and training was discussed (32% Fire, 68% EMS).



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- Lake level at Lehman Park is very low. Shared resolutions for boat rescue at Lehman Park and other lakes.
 - Overview of yearly calls given.
 - July training hours performed by members was over 800, with an average of 17.7 hours per member.
 - Armstrong, Zuhlke and Morrelli passed the OSFM Exam and completed basic operations firefighter certifications. Mendoza and Goosinow passed FSM exam in July.
 - Parker and Host advanced firefighter at NIPSTA.
 - Starcom Radios
 - Addressed Trustee Skidmore's concerns about training to extinguish fires of electric cars
- b). **Fire Prevention Bureau:** presented by Lt. Biggs
- Attended a committee meeting for the Firefighter Pension Investment Fund.
 - Updates on pending and completed inspections.
 - Submitted a grant application for "Stop the Bleed" program.
 - Coordinating the Open House scheduled for September 16.
 - Shared possible options for Dispatch.
- c). **Attorney:**
- Nothing for Open Session.
- d). **Trustees:**
- Nothing more to discuss or share.

11. Closed Session

At 6:00 PM Trustee Stout motioned to adjourn to Closed Session 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)
- Pending, Probable, or Imminent Litigation (5 ILCS 120/2 (c) 11)
- The purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired (5 ILCS 120/2 5) for inspection. (5 ILCS 120/2.06)

The motion was seconded by Trustee Schnitzer. Roll call vote: Trustee Stout: Aye, Trustee Skidmore: Aye, Trustee Schnitzer, Aye. Motion passed.

At 6:50 PM Trustee Stout motioned to adjourn to Open Session.

The motion was seconded by Trustee Schnitzer. Roll call vote: Trustee Stout: Aye, Trustee Skidmore: Aye, Trustee Schnitzer, Aye. Motion passed.



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

At 6:53 PM Trustee Stout motioned to return to Open Session.

The motion was seconded by Trustee Schnitzer. Roll call vote: Trustee Stout: Aye, Trustee Skidmore: Aye, Trustee Schnitzer, Aye. Motion passed.

A motion was made to hire an Assistant Chief by Trustee Stout.

The motion was seconded by Trustee Skidmore. Roll call vote: Trustee Stout: Aye, Trustee Skidmore: Aye, Trustee Schnitzer, Aye. Motion passed.

13. **ADJOURNMENT**

There being no more business to come before the Board of Trustees, Trustee Stout motioned to adjourn at 6:54 PM. Trustee Skidmore seconded the motion. Motion approved. Roll call vote: Trustee Stout, Aye. Trustee Skidmore, Aye. Trustee Schnitzer, Aye.

Next Regular Board Meeting: September 11, 2023

Howard Schnitzer, Secretary

Date

Submitted by: _____
Heather Welsch, Recording Secretary

Date