

**LAKE VILLA FIRE PROTECTION DISTRICT
REGULAR MEETING
910 E. Grand Ave.
Lake Villa, IL 60046
May 4, 2020**

The Board of Trustees of the Lake Villa Fire Protection District conducted its regular meeting via teleconference in accordance with Section 6 of Governor Pritzker's Executive Order 2020-07 (COVID-19 Executive Order No. 5), as extended by Executive Order 2020-33 (COVID-19 Executive Order No. 31).

CALL TO ORDER: The meeting was called to order by President James Stout at 7:01 p.m.

PLEDGE OF ALLEGIANCE: The Pledge of Allegiance was led by President Stout.

ROLL CALL: Present were Trustees Stout, Skidmore and Johnson.

ALSO PRESENT: Chief Slazes, Deputy Chief Adam Becker, Battalion Chief Reich, Lt. Biggs, Lt. Koniecki, Attorney Carolyn Clifford, and Office Manager, Erin Pron

APPROVAL OF AGENDA: It was moved by Tr. Johnson and seconded by Tr. Skidmore to approve the agenda, as presented.
VOICE VOTE: MOTION APPROVED

PUBLIC COMMENTS: None

APPOINTMENT OF DISTRICT BOARD POSITIONS: Trustee James Stout has been reappointed by the Lake Villa Township Board as of May 1, 2020 for a three-year term. It was moved by Tr. Johnson and seconded by Tr. Skidmore to appoint Tr. Johnson as the Secretary, Tr. Skidmore as the Treasurer, and Tr. Stout as the President.
ROLL CALL VOTE:
AYES: Stout, Skidmore, Johnson
NAYS: None
ABSENT: None
ABSTAIN: None
MOTION APPROVED

APPROVAL OF MINUTES: It was moved by Tr. Johnson and seconded by Tr. Skidmore to approve the April 6, 2020 General Meeting Minutes, as presented.
VOICE VOTE: MOTION APPROVED

It was moved by Tr. Skidmore and seconded by Tr. Johnson to approve the April 20, 2020 Special Meeting Minutes (Open Session), as presented.

VOICE VOTE: MOTION APPROVED

It was moved by Tr. Skidmore and seconded by Tr. Stout to approve and release the April 20, 2020 Special Meeting Minutes (Closed Session), as presented.

VOICE VOTE: MOTION APPROVED

TREASURER'S REPORT

Approval: Tr. Skidmore read the Treasurer's report from April 30, 2020 with total assets of \$8,038,581.82. It was moved by Tr. Johnson and seconded by Tr. Stout to approve the Treasurer's report, as presented.

ROLL CALL VOTE:

AYES: Stout, Skidmore, Johnson

NAYS: None

ABSENT: None

ABSTAIN: None

MOTION APPROVED

Payment of Bills: It was moved by Tr. Johnson and seconded by Tr. Stout to approve the May 2020 bills to be paid in the amount of \$410,077.28, as read by Tr. Skidmore.

ROLL CALL VOTE:

AYES: Stout, Skidmore, Johnson

NAYS: None

ABSENT: None

ABSTAIN: None

MOTION APPROVED

OLD BUSINESS

2020/2021 Annual
Budget:

The Budget Hearing will take place at the June Meeting and the announcement was published in the News Sun on April 28, 2020. A Budget Workshop will be scheduled with the Board of Trustees before the June meeting.

Lake Villa Firefighter's
Association

The Lake Villa Firefighter's Association officially dissolved April 30, 2020. Corkill Insurance has insured all property that was inherited from the Association.

NEW BUSINESS

2019/2020 Audit:

Field work will take place the week of June 22, 2020. It was moved by Tr. Stout and seconded by Tr. Skidmore to approve the Lauterbach & Amen engagement letters, pending attorney revisions.

AYES: Stout, Skidmore, Johnson

NAYS: None

ABSENT: None

ABSTAIN: None

MOTION APPROVED

Fire Chief Contract: It was moved by Tr. Johnson and seconded by Tr. Skidmore to approve the 3-year Fire Chief contract as presented.
ROLL CALL VOTE:
AYES: Stout, Skidmore, Johnson
NAYS: None
ABSENT: None
ABSTAIN: None
MOTION APPROVED

Administrative Personnel

Annual Pay Increase: It was moved by Tr. Johnson and seconded by Tr. Skidmore to approve the 3% salary increase for Deputy Chief Adam Becker.
ROLL CALL VOTE:
AYES: Stout, Skidmore, Johnson
NAYS: None
ABSENT: None
ABSTAIN: None
MOTION APPROVED

It was moved by Tr. Johnson and seconded by Tr. Skidmore to approve the \$1.00 per hour increase for Office Manager, Erin Pron
ROLL CALL VOTE:
AYES: Stout, Skidmore, Johnson
NAYS: None
ABSENT: None
ABSTAIN: None
MOTION APPROVED

Station 1 IDOT

Easement: Chief Slazes informed the Board of the IDOT Easement information that was received last week. It will be sent to Attorney Joe Miller for review.

Park Ave. TIF Property: Chief Slazes informed the Board that the Village of Lake Villa would like to extend the TIF borders. Chief Slazes will attend a meeting with the Village regarding this project.

Fire Prevention Bureau: Lt. Justin Biggs presented a Plan Review process to the Board.
It was moved by Tr. Stout and seconded by Tr. Johnson to proceed with Brycer services upon attorney review.
ROLL CALL VOTE:
AYES: Stout, Skidmore, Johnson
NAYS: None
ABSENT: None
ABSTAIN: None
MOTION APPROVED

Managed IT Services: It was moved by Tr. Johnson and seconded by Tr. Skidmore to approve the Partnertek Managed IT Services proposal for a total of \$19,908 annually, subject to attorney review.

ROLL CALL VOTE:

AYES: Stout, Skidmore, Johnson

NAYS: None

ABSENT: None

ABSTAIN: None

MOTION APPROVED

REPORTS FROM ADMINISTRATION

Chief's Report: Chief Doug Slazes stated that the Firefighter/Paramedics had 213 total calls for the month of April 2020. There were 95 EMS transports and no structure fires.

Chief Slazes advised the Board that precautions are being taken every day with regards to COVID-19. There is daily monitoring of the staff at the beginning and end of their shift.

Chief Slazes extended a thank you to Frank Slazes for his 41 years of services and Greg Phillips for his 20 years of service with the Lake Villa Fire Department.

ATTORNEY: Attorney Clifford reported on new state/national bills that may affect the fire district.

TRUSTEES: None

CLOSED SESSION: None

ADJOURNMENT: Tr. Stout moved to adjourn at 8:36 p.m. Motion was seconded by Tr. Skidmore.
VOICE VOTE: MOTION APPROVED

Approved by the Board this 1st day of June 2020.

Romie Johnson, Secretary

Minutes prepared by Erin Pron