

**LAKE VILLA FIRE PROTECTION DISTRICT
REGULAR MEETING
910 E. Grand Ave.
Lake Villa, IL 60046
March 1, 2021**

The Board of Trustees of the Lake Villa Fire Protection District conducted its regular meeting via telephone and videoconference on Monday, March 1, 2021 at 7:00 p.m. in accordance with Section 7(e) of the Open Meetings Act (5 ILCS 120/7(e)), recently amended by Public Act 101-0640 (Government Emergency Administration Act) as the result of the State's disaster declaration regarding the COVID-19 pandemic and the Board President's determination that an in-person meeting is not practical or prudent, pursuant to notice.

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: Deputy Chief Becker, Battalion Chief Wienckowski, Lieutenant Justin Biggs, Attorney Karl Ottosen, and Office Manager, Erin Pron. James Howard from Governmental Accounting, Inc. will be joining the meeting around 7:30 p.m.

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

ROLL CALL VOTE:

AYES: Stout, Skidmore, Johnson

NAYS: None

ABSENT: None

ABSTAIN: None

MOTION APPROVED

PUBLIC COMMENTS: None

JAMES HOWARD, CPA INTRODUCTION This will be moved down in the agenda and will be revisited once James Howard joins the meeting via Zoom.

APPROVAL OF
MINUTES:

It was moved by Tr. Skidmore and seconded by Tr. Johnson to approve the February 1, 2021 General Meeting Minutes – Open Session, as presented.

ROLL CALL VOTE:

AYES: Stout, Skidmore, Johnson

NAYS: None

ABSENT: None

ABSTAIN: None

MOTION APPROVED

February 1, 2021 Minutes – Closed Session is tabled to the April's meeting.

TREASURER'S REPORT

Approval: Financial Reports for the month of February will be presented at the April meeting.

Payment of Bills: It was moved by Tr. Johnson and seconded by Tr. Stout to approve the March 2021 bills to be paid in the amount of \$400,145.82, as read by Tr. Skidmore.

ROLL CALL VOTE:

AYES: Stout, Skidmore, Johnson

NAYS: None

ABSENT: None

ABSTAIN: None

MOTION APPROVED

OLD BUSINESS

Auditing Services RFP: RFPs were sent out. Currently waiting for one more proposal. Tabled to next month.

Uniform/Gear
Reimbursement Policy: Tabled.

Covid Policy/
Vaccination: Tabled.

BC Wienckowski informed the Board that nine of the LVFPD Paramedics will be assisting the Lake County Health Department on giving vaccinations.

State Bank of the Lakes
Collateralization: Tabled to later in the meeting until guidance can be obtained from James Howard.

2021/2022 Annual
Budget: The Board was presented with a draft budget from DC Becker. Tabled.

NEW BUSINESS

Adjusted Ambulance
Billing/GEMT
Ordinance:

It was moved by Tr. Johnson and seconded by Tr. Skidmore to approve Ordinance 2021-01 An Ordinance Establishing a Fee Schedule of Charges for the Provision of Emergency Medical Response Services by the Lake Villa Fire Protection District.

ROLL CALL VOTE:

AYES: Stout, Skidmore, Johnson
NAYS: None
ABSENT: None
ABSTAIN: None

MOTION APPROVED

REPORTS FROM ADMINISTRATION

Chief's Report:

Deputy Chief Becker advised the Board that there were 266 calls in the month of February, 175 EMS Transports, three fires and five Mutual Aid Fires.

DC Becker let the Board know of other activities, meetings, and events the District has attended.

Tr. Skidmore made a motion to authorize the Commission to offer a conditional letter of employment for two full-time firefighter/paramedics. The motion was seconded by Tr. Johnson.

ROLL CALL VOTE:

AYES: Stout, Skidmore, Johnson
NAYS: None
ABSENT: None
ABSTAIN: None

MOTION APPROVED

Fire Prevention
Bureau

Lt. Biggs reported on items related to the Fire Bureau.

James Howard from Governmental Accounting, Inc. joined the meeting through Zoom at 7:25 pm

JAMES HOWARD, CPA

INTRODUCTION

James Howard informed the Board on how the transition will proceed. Mr. Howard also explained the financial reports that will be provided and internal controls that will be developed.

State Bank of the Lakes

Collateralization:

James Howard advised Trustee Skidmore to approach the Bank to negotiate the 110% to match the internal LVFPD Investment Policy.

ATTORNEY:

Discussion with the Board on Fire Code Violation Enforcement.

TRUSTEES: Tr. Skidmore questioned if the District needs a Remote Attendance Policy. Attorney Ottosen thought we had one and will advise after looking into this.

CLOSED
SESSION: None

ADJOURNMENT: Tr. Stout moved to adjourn at 7:49 p.m. Motion was seconded by Tr. Skidmore.
VOICE VOTE: MOTION APPROVED

Approved by the Board this 5th day of April 2021.



Romie Johnson, Secretary

Minutes prepared by Erin Pron, District Office Manager