



Board of Trustees

Tom Helfrich, President
Cindy Weber, Vice President
Jeffrey Hoffman, Secretary
Barry Campen, Treasurer
Keith Steele, Trustee

Limestone Township Fire Protection District

Larry W. Gilmore, Fire Chief

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Peoria, Illinois 61604
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BOARD OF TRUSTEES MEETING MINUTES FOR APRIL, MAY AND JUNE 2020

Called to order on Thursday, June 11, 2020 AT 6:00 pm by Trustee Helfrich

Central Fire Station - 7800 W. Plank Rd. - Training Room - Peoria, Illinois 61604

CALL TO ORDER MOMENT OF SILENCE PLEDGE OF ALLEGIANCE

I. ROLL CALL BY BOARD SECRETARY

Trustee Campen - Present, Trustee Steele - Present, Trustee Weber - Present, Trustee Helfrich - Present, Trustee Hoffman - Present. 5 of 5 Trustees Present. Also in attendance was Chief Larry Gilmore, Deputy Chief Hoerr, and Darlene Gramm-Bray.

II. FIRE FIREFIGHTER APPLICANTS (MAY BE DONE IN CLOSED SESSION)

III. REPORT OF DISTRICT ACCOUNTANT

A. Review 3rd Quarter March 31, 2019 Financial Statement

Chief Larry Gilmore review with the Board 3rd quarter March 31, 2020 Financial Statement. Laurie Johnson from Greim & Co had a bullet sheet which Chief Gilmore presented to the board. No further discussion.

IV. REVIEW AND APPROVAL OF TREASURER'S REPORT

A. March 2020 Treasurer's Report

Motion to approve March 2020 Treasurer's report by Trustee Steele. Seconded by Trustee Hoffman. No further discussion. Motion carried 5-0.

B. April 2020 Treasurer's Report

Motion to approve April 2020 Treasurer's report by Trustee Steele. Seconded by Trustee Hoffman. No further discussion. Motion carried 5-0.

C. May 2020 Treasurer's Report

Motion to approve May 2020 Treasurer's report by Trustee Steele. Seconded by Trustee Hoffman. No further discussion. Motion carried 5-0.

V. REVIEW AND APPROVAL OF NON-REOCCURRING BILLS

Item	\$ Total	From	PO #	Account
APRIL 2020				
Cake (Banquet) (Pd 02-07-2020)	80.80	Cake Shoppe		610
Medical Supplies	616.75	McKesson	20-38	606
Masks/Shield VISA CC	410.02	Sentry	20-39	606
Toilet Paper and Paper Towels VISA CC	121.44	Carter Paper	20-40	603
Paper Towels (rolls) & Annual Membership VISA CC	86.68	Sam's	20-41	603
3 (three) \$200.00 gift cards for food VISA CC	600.00	Casey's	20-42	602
326-repair hose leak and door handle linkage	855.26	MacQueen	20-43	614
Annual Quickbooks subscriptions VISA CC	755.00	Intuit	20-44	604
6 (six) batteries for 344 and vehicle supplies	710.24	O'Reilly's	20-45	614
Install radio's in 300 (New Expedition)	842.95	Ragan	20-46	617
Reimburse	147.95	Chief Gilmore	20-47	602/603 /618
Rebuild the Engine in 324	45,045.89	CentreState	20-48	614/660
Medical Gloves	144.00	Alexis	20-49	606
APRIL 2020 TOTAL NON-REOCCURRING BILLS	\$50,416.98			
MAY 2020				
Medical Supplies (on Back Order)	118.50	McKesson	20-50	606
4 sets of turnout gear, gloves & helmets-CAPITAL	11,286.00	MES	20-51	645
5 pales foam, 1 piecing nozzle – 1 thermal thermometer, 150 masks	1,425.00	MES	20-52	605
Medical Supplies	1,122.36	McKesson	20-53	606

Item	\$ Total	From	PO #	Account
324-ABS and air leak 325 Replace worn serpentine belt	473.07	CentreState	20-54	614
Bulbs and premixed fuel	67.41	Bartonville Hardware	20-55	605
Vehicle Supplies	110.54	O'Reilly's	20-56	614
Reimburse-Dollar General garbage bags/Fed Ex Envelopes	24.40	Chief Gilmore	20-57	604/605
Replace pump valve solenoid on 324	465.00	MacQueen	20-58	614
Trouble shoot door system and replace 2 system batteries	236.70	Christenberry	20-59	616
MAY 2020 TOTAL NON-REOCCURRING BILLS	\$15,328.98			
JUNE 2020 TOTAL NON-REOCCURRING BILLS				
33-thirtythree-\$25.00 gift cards for members CC	\$825.00	Casey's	20-60	610
Hydro 10 (ten) air-pack bottles	\$427.00	SCBA's	20-61	615
Semi annual ice machine and repair of limit switch	\$302.44	Johnson Mech	20-62	616
Annual Pump and PM on 344 with repair to valves	\$1,836.60	MacQueen	20-63	614
3 laptops/2 docks, 3 desktops, 1 harddrive	\$6,002.11	Dell Computers	20-64	604
Annual PM and Generator rebuild	\$1,118.99	Centre State	20-65	614
Replace 4 (four) rear tires on 326	\$2,003.88	Gem City	20-66	614
Repairs to 326 (late invoice from February)	\$1,937.56	MacQueen	20-67	614
Supplies-printer cartridges, paper, scba batteries CC	\$355.55	Office Max	20-68	604/605
3 Lt Shields and 3 gallons of training smoke liquid CC	\$306.25	Fire Store	20-69	605
6(six) firefighter badges CC	\$158.93	Galls	20-70	605
Repair faulty door switch/Transmission fluid change	\$688.16	MacQueen	20-71	614

Item	\$ Total	From	PO #	Account
Sealcoat Blacktop at Central & 4 house (Black Squirrel)	\$6,000.00	Hoerr Sealcoating	20-72	616
JUNE 2020 TOTAL NON-REOCCURRING BILLS	\$21,962.45			
<i>TOTAL OF APRIL, MAY AND JUNE 2020 NON-REOCCURRING BILLS</i>	\$87,708.41			

Motion to approve April, May and June Grand Total \$87,708.41 in non recurring expenses by Trustee Helfrich. Seconded by Trustee Hoffman. No further discussion. Motion carried 5-0.

VI. REPORT OF DISTRICT ATTORNEY (MAY BE DONE IN CLOSED SESSION)

VII. REVIEW AND APPROVAL OF MEETING MINUTES

A. Regular meeting minutes of March 12, 2020

Motion to approve regular meeting minutes of March 12, 2020 by Trustee Campen. Seconded by Trustee Helfrich. No further discussion. Motion carried 5-0.

B. Closed Meeting minutes of March 12, 2020

Motion to approve closed meeting minutes of March 12, 2020 by Trustee Helfrich. Seconded by Trustee Hoffman. No further discussion. Motion carried 5-0.

VIII. CITIZEN REMARKS AND CORRESPONDENCE

Received \$200.00 donation from Bartonville Bank on May 20, 2020.

Received \$100.00 donation from Rachel A Accuosti on May 6, 2020

Salvation Army delivered donuts to Limestone Fire on Donut day which was the first Friday of June (June 5, 2020).

Mrs. Kramer across the road from the Firehouse sent a thank you note for taking care of her.

Received a thank note from a 8th year old that we did a birthday drive by and she wanted to do something for the firefighter men and women by giving a \$40 Kroger gift card to buy items for the firefighter.

Limestone fire been receiving all kinds of food being delivered to the firehouse. Hy-Vee delivered breakfast to the department.

IX. REPORT OF COMMAND

In the month of **March** the Fire District responded to 129 emergency calls. 4.16 per day, 4.56 members per call, 104 BLS, 14 Fire, 7 MVA, 4 other. 17 Calls duty crew only.

In the month of **April** the Fire District responded to 108 emergency calls. 3.6 per day, 4.56 members per call, 84 BLS, 12 Fire, 7 MVA, 6 other. 13 Calls duty crew only.

In the month of **May** the Fire District responded to 117 emergency calls. 3.77 per day, 3.94 members per call, 92 BLS, 11 Fire, 4 MVA, 10 other. 12 Calls duty crew only.

Chief's report provided attached to minutes.

Chief told the board we have done about 60-70 birthday drive by in our fire district. Poster board was made up and the department signing each poster board.

The board was told the webpage had launched today (June 11, 2020).

Trustee Weber step out of the meeting at 7:15 pm.

Trustee Weber returned back to the meeting at 7:17 pm.

X. BUDGET REQUEST

XI. OLD BUSINESS

XII. NEW BUSINESS

A. Movement of \$1,500 out of Contingency's into 606 EMS Supplies.

Chief and Darlene called all the board members to get a verbal vote on the movement of \$1,500 out of Contingency's fund into 606 EMS Supplies. All the board members verbally voted yes for the movement of funds at the end of April.

Prior verbal approval on April 28-29, 2020 for record the board makes Motion for moving \$1,500 from the contingency's into 606 EMS Supplies by Trustee Campen. Seconded by Trustee Helfrich. No further discussion. Motion carried 5-0.

B. Movement of \$6,100 out of Contingency's into 604 Admin Supplies & Equip.

Chief and Darlene called all the board members to get a verbal vote on the movement of \$6,100 out of Contingency's fund into 604 Admin Supplies & Equip. All the board members voted yes for the movement of funds between May 26 – 29, 2020.

Prior verbal approval on May 26-29, 2020 for record the board makes Motion for moving \$6,100 from the contingency's into 604 Admin Supplies & Equip. by Trustee Campen. Seconded by Trustee Helfrich. No further discussion. Motion carried 5-0

C. Board approval on moving money in 007 group to offset an overage.

Motion to approve moving money in 007 group to offset an overage by Trustee Helfrich. Seconded by Trustee Steele. \$2,786.87 moved from 622 Duty Crew Payroll to 624 Payroll Taxes. No further discussion. Motion carried 5-0.

D. Review and Approval of Insurance Renewals

Motion to approve renewal of insurance policy from ESIPP/McNeil & Company by Trustee Hoffman. Seconded by Trustee Campen. No further discussion. Motion carried 5-0.

E. Review and Approval of Audit Engagement Letter

Motion to approve the Audit Engagement Letter with Steven D Greim & Compay By Trustee Helfrich. Seconded by Trustee Steele. No further discussion. Motion carried 5-0.

F. Review and Approval of 2020-2021 Fiscal Year Qtrly/Financial Stmts Engagement Letter

Motion to approve the 2020-2021 Fiscal Year Qtrly/Financial Stmts Engagement Letter with Steven D Greim & Company by Trustee Campen. Seconded by Trustee Hoffman. No further discussion. Motion carried 5-0.

G. Lift Assist Ordinance 20-06-001

The 1st reading of the Life Assist Ordinance 20-06-001 June 11, 2020. Chief Gilmore went over the Lift Assist Ordinance 20-06-001 and told the board that our Attorney Andy Keyt had review the document. The 2nd reading will be at the July 9, 2020 board meeting. No further discussion. No action taken.

H. Discussion of 2020-2021 Preliminary Budget Draft

No Action taken. Table till Saturday, June 13, 2020.

I. Review and approval of 2020-2021 draft budget

No action taken. Table till Saturday, June 13, 2020

XIII. OTHER BUSINESS THAT LAWFULLY COMES BEFORE THE BOARD

XIV. CLOSED SESSION

XV. ANNOUNCEMENT/ACKNOWLEDGEMENTS

XVI. SETTING OF PLACE AND TIME FOR NEXT MEETING OF BOARD OF TRUSTEES

Special meeting of the Board of Trustees will be at 9:00am on Saturday June 13, 2020 at the Central Fire Station at 7800 W. Plank Rd.

The next regular meeting of the Board of Trustees will be at 6:00pm on Thursday July 09, 2020 at the Central Fire Station at 7800 W. Plank Rd.

XVII. ADJOURNMENT

Without objections the meeting was adjourned by Trustee Helfrich at 7:39 p.m.

APPROVED	
Date & Time _____	@ _____
By: _____	