



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

7800 W. Plank Rd.
Peoria, Illinois 61604
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Board@LimestoneFire.net
www.limestonefire.org

BOARD OF TRUSTEES MEETING MINUTES

Called to order on Thursday, June 10, 2021 AT 6:01 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 – Not Present, Trustee Weber – Not Present, Trustee Helfrich - Present, Trustee Hoffman - Present. 3 of 5 Trustees Present. Also in attendance was Chief Larry Gilmore, Deputy Chief Hoerr, and Darlene Gramm-Bray.

II. OPENING STATEMENT FROM THE CHAIRMAN

Trustee Helfrich remind everyone the difficulties that 2020 brought to us and moving forward in 2021. He thanks everyone for their time. Remind everyone to be courtesy to others and give each other respect.

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

IV. REPORT OF DISTRICT ACCOUNTANT

A. Review 3rd Quarter March 31, 2021 Financial Statement

The board review Greim & Co 3rd quarter March 31, 2021 Financial statement. No further discussion. Motion carried 3-0

B. Engagement Letter

Notify the board that received the Engagement Letter from the New Accountant Gorenz & Company along with the list of Audit items they will need for the 06-30-2021.

Motion to approve the Audit Engagement Letter with Gorenz & Company by Trustee Hoffman. Seconded by Trustee Campen. No further discussion. Motion carried 3-0

Motion to approve that the Board President sign all documents that need to be done for Gorenz & Company by Trustee Hoffman. Seconded by Trustee Campen. No further discussion. Motion carried 3-0

V. REVIEW AND APPROVAL OF TREASURER’S REPORT

A. May 2021 Treasurer’s Report

Motion to approve May 2021 Treasurer’s report by Trustee Hoffman. Seconded by Trustee Helfrich. No further discussion. Motion carried 3-0.

VI. REVIEW AND APPROVAL OF NON-REOCCURRING BILLS

Item		\$ Total	From	PO #	Account
Antivirus Renewal		\$132.80	Norton		604
AED Pads		\$182.16	Zoll	21-33	606
Station Supplies	CC	\$276.44	Sam’s	21-34	603
Office Supplies	VISA CC	\$1,287.28	Office Depot	21-35	604
PM&Pump 344 with repairs, 326 Trans Fluid Chan		\$4,505.26	MacQueen	21-36	614
3 sets of turnout gear (coat&pants)	Capital	\$6,589.00	Alexis	21-37	645
Station Supplies	CC	\$290.00	Dollar General	21-38	603
AED Batteries		\$117.48	Interstate Batteries	21-39	606
6 (six) batteries for 344		\$667.20	AED Batteries	21-40	614
		\$14,047.62			

Motion to approve the \$14,047.62 in non-recurring expenses by Trustee Campen. Seconded by Trustee Hoffman. No further discussion. Motion carried 3-0.

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

Chief Gilmore notified the board for future reference on using Zoom/phoning in on a conference call to be able to attend the meeting can only be done if that individual is taking care of a family member or ill themselves. It has to be for these specific criteria. Can’t use because you are on vacation etc. Chief went over the Mask & Vaccination guidance for Employers ruling. No further discussion. No action taken.

Keith Steel arrives at 6:17 pm. 4 of 5 Trustee present.

VIII. REVIEW AND APPROVAL OF MEETING MINUTES

A. Regular meeting minutes of May 13, 2021

Motion to approve regular meeting minutes of May 13, 2021 by Trustee Campen. Seconded by Trustee Hoffman. No further discussion. Motion carried 4-0.

B. Closed Meeting minutes of May 13, 2021

Motion to approve closed meeting minutes of May 13, 2021 by Trustee Hoffman. Seconded by Trustee Helfrich. No further discussion. Motion carried 4-0.

IX. CITIZEN REMARKS AND CORRESPONDENCE

X. REPORT OF COMMAND

A. Monthly Report

In the month of May the Fire District responded to 133 emergency calls. 4.29 per day, 3.11 members per call, 107 BLS, 8 Fire, 10 MVA, 8 other. 9 Calls duty crew only.

B. Discussion (Approval) of Copier Contract, Insurance Cost Increases, and Firehouse/ESO contract.

Chief Gilmore discuss with the board on the two companies for Copier Contract. Chief said GFI company would lease the printer with an increase to it each year. RK Dixon purchase the 989 printer with a 5 year contract. The board asked questions and said purchasing printer be the best option.

Motion to approve the purchase of the printer from RK Dixon with a 5-year contract by Trustee Steele. Seconded by Trustee Hoffman. No further discussion. Motion carried 4-0.

Chief Gilmore discuss with the board on the Insurance Cost Increases and the firehouse/ESO contract. The board asked questions about the Insurance and the Firehouse/ESO contract.

Motion to approve the Insurance Policy and the Firehouse/ESO by Trustee Steele. Seconded by Trustee Hoffman. No further discussion. Motion carried 4-0.

Chief's report provided attached to minutes.

XI. CLOSED SESSION

Motion to go into executive session by Trustee Steele. Seconded by Trustee Hoffman. No further discussion. Motion carried 4-0.

Roll Call: Trustee Helfrich – Present, Trustee Weber – Not Present, Trustee Campen – Present, Trustee Hoffman – Present, Trustee Steele – Present. 4 of 5 Trustee Present.

A. PERSONNEL

Motion to discharge and send certified letter to FF A.

Motion to terminate and send certified letter to FF B.

Motion to discharge/terminate FFA and FFB by Trustee Steele. Seconded by Trustee Hoffman. No further discussion. Motion carried 4-0.

B. DUTY CREW

Discussion on the Duty Crew Shifts. No further discussion.

XII. UPCOMING MAINTENANCE AND TESTING

- Ladders
- Packs
- Hurst Tools

Chief Gilmore notified the board on the upcoming Maintenance and Testing. He mentioned Ladder’s testing was done on June 9, 2021 and that Hose testing is scheduled for June 11, 2021. No further discussion. No Action taken.

XIII. OLD BUSINESS

A. Review and approval of 2021-2022 draft budget

Chief Gilmore went over the 2021-2022 draft budget with the board. The board was given the opportunity to asked any questions on each line items in the budget.

Motion to approve the 2021-2022 draft budget by Trustee Steele. Seconded by Trustee Hoffman. No further discussion. Motion carried 4-0.

B. Discussion and Approval for movement of funds to vehicle savings

The board members discuss on moving funds from the operating savings account to the vehicle savings account for the budget year 2020-2021 which was not done in July 2020. The board members decided to move \$30,000 from operating savings account to the vehicle savings account.

Motion to approve the \$30,000 transfer from operating saving account to vehicle savings account by Trustee Steele. Seconded by Trustee Helfrich. No further discussion. Motion carried 4-0.

XIV. NEW BUSINESS

XV. OTHER BUSINESS THAT LAWFULLY COMES BEFORE THE BOARD

XVI. ANNOUNCEMENT/ACKNOWLEDGEMENTS

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

The next regular meeting of the Board of Trustees will be at **6:00pm** on Thursday **July 8, 2021** at the Central Fire Station at 7800 W. Plank Rd.

XVIII. ADJOURNMENT

Without objections the meeting was adjourned by Trustee Helfrich at 7:40 p.m.

APPROVED	
Date & Time _____	@ _____
By: _____	