



### **Board of Trustees**

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

**Limestone Township Fire  
Protection District**  
Dale Hoerr, Fire Chief

7800 W. Plank Rd.  
Peoria, Illinois 61604  
T (309) 697-4312  
Board@LimestoneFire.net  
www.limestonefire.org

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## **BOARD OF TRUSTEES MEETING MINUTES**

**Called to order on Thursday, August 11, 2022 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 - Not Present 4 of 5 Trustees Present. Also in attendance was, Chief Hoerr, and Darlene Gramm-Bray.

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

#### **A. Applicants Interview**

Firefighter applicant was present to meet and interview with the Board of Trustees. Candidate Christina Brown has applied to Limestone. The Board reviewed the candidate's application and all Board members had an opportunity to meet and ask questions of the candidate. The candidate is recommended by the interview committee and Chief Officers. The candidate would be assigned to Central Station.

Motion to bring Candidate Christina Brown onto Limestone as a Probationary Firefighter assigned to Central Station by Trustee Helfrich. Seconded by Trustee Steele. No further discussion. Motion carried 4-0.

Firefighter applicant was present to meet and interview with the Board of Trustees. Candidate John Worley has applied to Limestone. The Board reviewed the candidate's application and all Board members had an opportunity to meet and ask questions of the candidate. The candidate is recommended by the interview committee and Chief Officers. The candidate would be assigned to Central Station.

Motion to bring Candidate John Worley onto Limestone as a Probationary Firefighter assigned to Central Station by Trustee Steele. Seconded by Trustee Weber. No further discussion. Motion carried 4-0.

Firefighter applicant was not present to the Board of Trustees. Candidate Matthew Prest has applied to Limestone. The Board reviewed the candidate's application and all the Board Members had an opportunity to ask questions of Chief Hoerr regarding the candidate. The candidate is recommended by the interview committee and Chief Officers. The candidate would be assigned to Central Station. Chief Hoerr said he would have Candidate Matthew Prest in the next month or two be at a board meeting to meet the board due to him being unable to be at this meeting.

Motion to bring Candidate Matthew Prest onto Limestone as a Probationary Firefighter assigned to Central Station by Trustee Steele. Seconded by Trustee Weber. No further discussion. Motion carried 4-0

**III. REPORT OF DISTRICT ACCOUNTANT**

**A. Review and Approval of Audit Engagement Letter**

Motion to approve the Audit Engagement letter with Gorenz & Associates by Trustee Steele. Seconded by Trustee Weber. No further discussion. Motion carried 4-0.

**IV. REVIEW AND APPROVAL OF TREASURER'S REPORT**

**A. July's 2022 Treasurer's Report**

Motion to approve approve July 2020Treasurer's report by Trustee Steele. Seconded by Trustee Weber. No further discussion. Motion carried 4-0.

**B. Illinois Unclaimed Property**

Darlene notified the board that the unclaimed property claim has been received.

**V. REVIEW AND APPROVAL OF NON-REOCCURRING BILLS**

| Item                          | \$ Total         | From                   | PO #  | Account |
|-------------------------------|------------------|------------------------|-------|---------|
| Railroad Beautification       | \$500.00         | Union Pacific Railroad |       | 651     |
| Annual Air Pak Testing        | \$2,827.74       | MES                    | 22-63 | 615     |
| F/F Struc. Gloves (4) pair    | \$361.42         | Dinges                 | 22-64 | 605     |
| Light Bulbs gear Rm           | \$65.20          | Bartonville Hdwe       | 22-65 | 616     |
| Aerial & Grnd ladder testing  | \$1,430.00       | Amer Test              | 22-66 | 615     |
| 325 pre-set pump adj.         | \$72.22          | MacQueen               | 22-67 | 614     |
| EMS Supplies                  | \$126.08         | McKesson               | 22-68 | 606     |
| Decals & Chevron stripes #300 | VISA CC \$500.00 | CJ Signs               | 22-69 | 614     |

| Item                         |         | \$ Total           | From          | PO #  | Account |
|------------------------------|---------|--------------------|---------------|-------|---------|
| T Shirt Order                | VISA CC | \$158.50           | T Shirthouse  | 22-70 | 605     |
| Cert. Letter jp's towing     | VISA CC | \$7.38             | Post Office   | 22-71 | 604     |
| 2-rolls of stamps            | VISA CC | \$120.00           | Post Office   | 22-72 | 604     |
| Drain Valve Kit #321         |         | \$358.50           | MacQueen      | 22-73 | 614     |
| #326 non sensor replace      |         | \$1,451.61         | MacQueen      | 22-74 | 614     |
| DEF fluid/Truck Soap         |         | \$54.95            | O'Reilly      | 22-75 | 614     |
| #333 pump repair & batteries |         | \$2,768.16         | Centre State  | 22-76 | 614     |
| #326 Main Radio Retune       |         | \$173.75           | Supreme Radio | 22-77 | 617     |
| <b>TOTAL</b>                 |         | <b>\$10,475.51</b> |               |       |         |

Motion to approve the \$10,475.51 in non-recurring expenses by Trustee Steele. Seconded by Trustee Weber. No further discussion. Motion carried 4-0.

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

Chief Hoerr updated the board that Attorney Andy Keyt had responded to the FOIA request.

**VII. REVIEW AND APPROVAL OF MEETING MINUTES**

**A. Regular meeting minutes of July 14, 2022**

Motion to approve regular meeting minutes of July 14, 2022 by Trustee Steele. Seconded by Trustee Weber. No further discussion. Motion carried 4-0.

**B. Closed Meeting minutes of July 14, 2022**

Motion to approve closed meeting minutes of July 14, 2022 by Trustee Campen. Seconded by Trustee Weber. No further discussion. Motion carried 4-0.

**C. Review and Approval of closed meeting minutes for publications as open meeting minutes for January 2022 thru July 2022**

Motion to keep closed meeting minutes January 2022 thru July 2022 as closed meeting minutes by Trustee Campen. Seconded by Trustee Weber. No further discussion. Motion carried 4-0.

**VIII. CITIZEN REMARKS AND CORRESPONDENCE**

**IX. REPORT OF COMMAND**

In the month of July, the Fire District have no numbers to report due to ESO issues.

Chief's report provided attached to minutes.

Received resignation from Chris Scudder, Heather Scudder and Chad Helfrich retired from the department.

Motion to accept the resignation of Chris Scudder, Heather Scudder and Chad Helfrich retired from the department by Trustee Steele. Seconded by Trustee Campen. No further discussion. Motion carried 4-0.

Chief Hoerr talked to the board about the quote received from Fish Window Cleaning on cleaning the windows at Central Station. Chief Hoerr explained that the administration area and bunker area wasn't in this quote and

asked if he could get approval to have the window cleaned and the see what the cost be for administration and bunker area.

Motion to approve the Fish Window cleaning quote plus do administration and bunker area as long as it does not exceed \$275.00 to be done twice a year as reoccurring bill by Trustee Steele. Seconded by Trustee Weber. No further discussion. Motion carried 4-0.

Chief Hoerr notified the board the received the check from the Insurance Company for the SUV damage and it goes into the shop at the end of the month. The deductible that is our responsibility of \$500 and the check was for 490.00.

Motion to approve \$990.00 check to Glen Autobody for repairs to 361 by Trustee Steele. Seconded by Trustee Campen. No further discussion. Motion carried 4-0.

## **X. BUDGET REQUEST**

## **XI. OLD BUSINESS**

- A. The Budget and Annual Appropriation Ordinance posted to meet the 30 days requirement and on July 21, 2022 Notice for the budget was submitted to Limestone News to be published in the paper for August 3<sup>rd</sup>.**

No Action Taken.

- B. Business Fire Structure Billing**

Chief Hoerr said he had check with our Insurance Agent on what is the Standard price for billing on Business Structure fires. The agent said the standard for business fire structure is \$5,000. The board discuss the information presented on Business fire structure on insurance policy for Companies. The board decided to start billing business on fire structures for \$5,000 or up to the limits of the insurance policy.

Motion to approve billing Business Fire Structure at \$5,000 or up to the limits of the insurance policy by Trustee Campen. Seconded by Trustee Steele. No further discussion. Motion carried 4-0.

- C. 75<sup>th</sup> Anniversary**

Trustee Weber asked if \$800 of the Banquet funds be transfer over to the 75<sup>th</sup> Anniversary.

Motion to approve \$800 from banquet (610) to 75<sup>th</sup> Anniversary (610A) by Trustee Helfrich. Seconded by Trustee Campen. No further discussion. Motion carried 4-0.

Trustee Weber asked what date did the Fire department actually started which was March 25, 1948. The board decided to have the 75<sup>th</sup> anniversary open house on March 25, 2023.

Trustee Weber asked the board for a date in October that they could come hang pictures at Central Station. October 4, 2022 date was decided for hanging pictures and will be a work detail from hours of 8 to 5.

Seeing no objections Trustee Helfrich called for a 10 minutes recess at 8:07 pm. Meeting called back to order by Trustee Campen at 8:15 pm.

Roll Call: Trustee Campen – present; Trustee Weber – present; Trustee Steele – present; Trustee Helfrich – not present; Trustee Hoffman – not present. 3 of 5 trustee present.

## **XII. NEW BUSINESS**

### **A. October Board Meeting**

Darlene discusses with the board about changing the October board meeting from October 13th to October 20th. The board discuss on changing of the board meeting date in October 2022.

Trustee Helfrich join the meeting at 8:16 pm. 4 of 5 trustee present.

Motion to approve Trustee Board Meeting from October 13th, 2022 to October 20th, 2022 by Trustee Campen. Seconded by Trustee Weber. No further discussion. Motion carried 4-0.

### **B. Server Update**

Chief Hoerr and Darlene updated the board that in the future we will need to update our server. The board discuss the server and storage issues and what the department need to do. No Action taken. Table for another time.

Trustee Hoffman arrives at the meeting at 8:38 PM. 5 of 5 trustee present.

### **C. Office Chair**

Trustee Campen brought to the board that Larry Gilmore would like his Office chair.

Trustee Weber – NO; Trustee Hoffman – YES; Trustee Steele – YES; Trustee Campen – YES; Trustee Helfrich – ABSTAIN

Motion for Larry Gilmore to keep his office chair by Trustee Campen. Seconded by Trustee Steele. No further discussion. Motion carried 3 - YES; 1 – NO; 1 ABSTAIN

**D. Temporary Authorization**

Trustee Campen notified the board that he will not be at the September meeting and will be out of the area for couple weeks. He wants to give temporary Authorization to Chief Hoerr to approve payroll and be the second signature on the checks.

Motion to give Chief Hoerr Temporary Authorization to approve payroll and be the second signer signature on the checks by Trustee Hoffman. Seconded by Trustee Helfrich. No further discussion. Motion carried 5-0.

**E. Lawn Mowing**

Trustee Campen discuss with the board on the lawn mowing and snow removal and salt. He notified the board that he has been getting estimates from couple other lawn services and still looking to see if we can find one with reasonable pricing. For now, will table for another time to discuss.

**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**

The next regular meeting of the Board of Trustees will **start after the Public Hearing which starts at 6:00 pm** on Thursday **September 8, 2022** at the Central Fire Station at 7800 W. Plank Rd.

**XVII. ADJOURNMENT**

Without objections the meeting was adjourned by Trustee Helfrich at 9:10 p.m.

|                   |         |
|-------------------|---------|
| <b>APPROVED</b>   |         |
| Date & Time _____ | @ _____ |
| By: _____         |         |