

MINUTES OF THE REGULAR MEETING OF THE
BOARD OF TRUSTES OF THE RUTLAND DUNDEE
FIRE PROTECTION DISTRICT
HELD THE 11th DAY OF SEPTEMBER, 2023
AT THE HEADQUARTERS STATION #51
11 E. HIGGINS ROAD, GILBERTS, ILLINOIS

The regular meeting of the Board of Trustees of the Rutland Dundee Fire Protection District was called to order at 2:00 p.m.

A roll call was taken, and the following Trustees were present: Rollyn Anderson, John Gilbert, and Bill Carbone. Chief Thomas, Deputy Chief Reedy, and Attorney Weiler were also present.

Trustee Anderson opened the floor for questions from the public. There were no comments or questions for the Board.

A motion was made by Trustee Carbone to approve the minutes of the Regular Meeting held August 14, 2023 as presented. The motion was seconded by Trustee Gilbert. A roll call vote was taken with Trustee Anderson voting yes, Trustee Gilbert voting yes, and Trustee Carbone voting yes.

A motion was made by Trustee Carbone to approve the Closed Session minutes from the Regular Meeting held August 14, 2023 as presented. The motion was seconded by Trustee Gilbert. A roll call vote was taken with Trustee Anderson voting yes, Trustee Gilbert voting yes, and Trustee Carbone voting yes.

A motion was made by Trustee Gilbert to approve payment of the August bills, including check number 37948 through 37979 for a total of \$202,261.93, payroll liability for the month of August in the amount of \$184,977.57, and electronic payments of \$4,284.87 for a total liability in the month of August of \$391,524.37. The motion was seconded by Trustee Carbone. A roll call vote was taken with Trustee Anderson voting yes, Trustee Gilbert voting yes, and Trustee Carbone voting yes.

A motion was made by Trustee Gilbert to approve the August Year-To-Date Treasurer's report as presented. The motion was seconded by Trustee Carbone. A roll call vote was taken with Trustee Anderson voting yes, Trustee Carbone voting yes, and Trustee Gilbert voting yes.

Attorney Weiler indicated he had prepared the Administrative Assistant Letter of Agreement for execution between the President of the Board and Dawn Andrik.

Discussion was conducted regarding the terms and conditions for the upcoming Entry Level testing process to establish a new Eligibility List. The Board can determine educational requirements to take the test and what kind of preferences the Trustees want to give candidates.

Attorney Weiler did review the testing Agreement with Stanard.& Associates and found it to be acceptable.

Chief Thomas reported that the Insurance Services Office has completed their audit of the District's records as of August 22, 2023. The District has 30 days to submit any additional

information. A final determination of the District's ISO rating should be available 180 days after that 30 days expires.

The District has received a draft copy of the FY 2022-23 annual audit from Lauterbach & Amen. A representative will be at the October meeting to provide a summary of their findings for the Board.

The remodeling of the offices is set to begin the week of September 18.

A motion was made by Trustee Carbone to enter Closed Session as 2:16 p.m. for the purpose of discussing Personnel Issues per 5 ILCS 120/2 (c) (1) of the Open Meetings Act. The motion was seconded by Trustee Gilbert. A roll call vote was taken with Trustee Anderson voting yes, Trustee Gilbert voting yes, and Trustee Carbone voting yes.

A motion was made by Trustee Anderson to exit Closed Session at 2:55 p.m. The motion was seconded by Trustee Carbone. A roll call vote was taken with Trustee Anderson voting yes, Trustee Gilbert voting yes, and Trustee Carbone voting yes.

A motion was made by Trustee Anderson to approve the Service Agreement with Standard & Associates for the application collection and administration of the written test portion of the eligibility testing process for the District, as presented. The motion was seconded by Trustee Carbone. A roll call vote was taken with Trustee Anderson voting yes, Trustee Gilbert voting yes, and Trustee Carbone voting yes.

A motion was made by Trustee Carbone to accept the District's Mission Statement with the following change:

Replacing the word "provide" with the word "providing"

The motion was seconded by Trustee Gilbert. A roll call vote was taken with Trustee Anderson voting yes, Trustee Gilbert voting yes, and Trustee Carbone voting yes.

A motion was made by Trustee Anderson to accept the District's Vision Statement as presented. The motion was seconded by Trustee Gilbert. A roll call vote was taken with Trustee Anderson voting yes, Trustee Gilbert voting yes, and Trustee Carbone voting yes.

A motion was made by Trustee Anderson to accept the Value Statement with the following change:

Removing the word "our"

The motion was seconded by Trustee Carbone. A roll call vote was taken with Trustee Anderson voting yes, Trustee Gilbert voting yes, and Trustee Carbone voting yes.

Discussion was conducted regarding staffing.

Trustee Anderson reported that the Administrative Assistant Letter of Agreement has been signed by both parties.

Discussion was conducted regarding last month's presentation by Sawyer Falduto. The consensus of the Board was to request paperwork from Sawyer Falduto to establish an account. The matter will be added to the October meeting agenda for discussion and possible action.

Discussion was conducted regarding an Investment Policy for the District. The Board asked Attorney Weiler to draft an Investment Policy for the Board to consider.

With no further business to come before the Board, a motion was made by Trustee Carbone to adjourn the Regular Meeting of the Board of Trustees at 3:20 p.m. The motion was seconded by Trustee Anderson. A roll call vote was taken with Trustee Anderson voting yes, Trustee Gilbert voting yes, and Trustee Carbone voting yes.

Approved this 9th day of October, 2023, by a roll call vote as follows:

AYES: _Anderson, Gilbert, Carbone__

NAYS: _____0_____

ABSENT: _____0_____

Rollyn Anderson
President
Rutland Dundee Fire Protection District

ATTEST:

William Carbone
Secretary
Rutland Dundee Fire Protection District

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Public Attendance Record

Public:

Dundee Township: None
Rutland Township: None
Sleepy Hollow: None
Gilberts: None
Other: Emily Rudy – Attorney, Mickey Wilson

Department:

On Duty: None
Off Duty: None