

MINUTES OF THE REGULAR MEETING  
OF THE BOARD OF TRUSTEES OF  
ROCKTON FIRE PROTECTION DISTRICT

June 13, 2011

Dennis Stien called the regular meeting to order of the Rockton Fire Protection District to order at 7:30 p.m. on June 13, 2011, at the District Fire Station at 201 North Blackhawk Boulevard.

Present at the meeting were Dennis Stien, Mark Steward, Bryan Northrop, Bruce Lans, Willaim Campbell, Chief Kirk Wilson, and Attorney Louis C. Bowman.

Bruce Lans moved approval of the minutes for the regular May 9, 2011 meeting. Second by Bryan Northrop. Discussion had. Motion carried.

**Treasurer's Report**

A written report was submitted. See attached report.

Mark Steward moved payment of bills as presented. Seconded by Bryan Northrop. Discussion had. Motion carried.

**OLD BUSINESS**

1. Chief Kirk Wilson reported on construction completion issues; See attached list. Discussion had. No action taken.
2. Chief Kirk Wilson reported requesting the installation of six (6) more smoke detectors from Simplex Grinnell at a cost of \$2,070.00. Discussion had. No action taken.
3. Further discussion was had on the issue of the apparatus bay floor finishing. No action taken.
4. Further discussion was had reference the possibility of installation of a digital camera security system; Chief Wilson will seek additional proposals and Atty. Bowman will inquire of the State public records requirements. No action taken.
5. Chief Wilson reported presenting some modifications to the strategic plan previously submitted to the Board for Its review. Bruce Lans moved approval of the plan as modified

to help guide the District in future decision making. Second by Mark Steward. Discussion had. Motion carried.

6. Chief Wilson reported on a proposal to install and use a PerMar security system for the Green Street property. Bruce Lans moved exploring rental of the Green Street property and foregoing a security system at this time. Second by William Campbell. Discussion had. Motion carried.

7. Further discussion was had reference additional stipend for advanced trustee training. Bruce Lans moved the policy to pay the \$500.00 additional fee be recinded. Second by Mark Steward. Discussion had. Motion carried.

8. Further discussion was had reference modification to the Public Comment Policy. Bruce Lans moved modification "the amending" from the first line and adding in the second line of sub para 1 after the word District the words "monthly bills". Second by Bryan Northrop. Discussion had. Motin carried.

9. Attorney Bowman presented for passage Ordinance No. 2011-1 Establishing the Prevailing Wage Rates for FY 2011-2012. Bryan Northrop moved passage of Ord. No. 2011-1. Second by Bruce Lans. Discussion had. Ordinance No. 2011-1 passed upon a unanimous role call vote.

10. Mark Steward Moved passage of the tentative budget for fiscal year 2011-2012 as submitted by the Chief. Second ;by Bryan Northrop. Discussion had. Motion carried.

11. Chief Wilson reported presenting a proposed part-time benefits policy; see attached. Discussion had. No action taken.

12. Chief Wilson reported presenting a proposed part-time job description; see attached. Discussion had. No action taken.

## **NEW BUSINESS**

1. Dennis Stien reported the need to reorganize the Board of Trustee officers.
  - a. Bryan Northrup nominated Dennis Stien continue as President and Mark Steward continue as Vice President of the Board. Second by Bruce Lans.
  - b. William Campbell nominated Bruce Lans as Treasurer. Second by Bryan Northrop.
  - c. Dennis Stien nominated Bryan Northrop as Secretary. Second by Bruce Lans.

Bruce Lans moved election of the slate as nominated. Second by William Campbell. Discussion had. Motion carried unanimously.

2. Attorney Bowman presented for consideration a identity and privacy protection policy pursuant to statutory requirement. Bryan Northrop moved approval. Second by Bruce Lans. Discussion had. Motion carried

3. Pres. Dennis Stien announced the committee appointments as follows:

a. Administrative committee: Bryan Northrop and William Campbell with Mark Steward as alternate..

b. Finance committee: Bruce Lans and Dennis Stien with Mark Steward as alternate.

c. Building committee to continue as previously constituted until construction project completed.

Bruce Lans moved approval of committee appointments. Second by Mark Steward. Discussion had. Motion carried.

4. Chief Kirk Wilson reported presenting a FY 2011-2012 captial expenditure proposal. See attached. Discussion had. No action taken.

5. Chief Kirk Wilson reported requesting to extend paid on premises hours from 7 am to 5 pm to 6 am to 6 pm. See attached. Bruce Lans moved approval. Second by William Campbell. Discussion had. Motion carried.

6. Chief Kirk Wilson reported the District is hosting the Winn. Cty. Chiefs' Assoc. monthly dinner in June and requested approval of advance of expenses of \$1,293.75 per attached. Bryan Northrop moved approval. Second by Mark Steward. Discussion had. Motion carried.

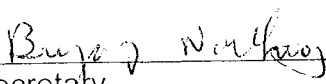
7. Chief Kirk Wilson reported requesting to purchase material for a Search and Rescue Training Mase at a cost of \$1,322.01; see attached. Bryn Northrop moved approval. Second by Bruce Lans. Discussion had. Motion carried.

8. Chief Kirk Wilson reported recommending approval of two leave of absence requests;

- a. Ken Kinney to 8-18-11 for personal reasons.
- b. Shannon Harms for maternity time unknown.

William Campbell moved approval of both requests. Second by Bryan Northrop. Discussion had. Motion carried.

There being no further business to come before the Board the meeting was adjourned at 10:00 p.m.

  
Secretary