

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

CLIENT'S COPY

November 14, 2011

Dennis Stien called the regular meeting of the Rockton Fire Protection District to order at 7:30 p.m. on November 14, 2011, at the District Fire Station at 201 North Blackhawk Boulevard, in said District.

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

Absent:

Mark Steward moved approval of the minutes for the special public budget hearing and the regular monthly meeting both on October 10, 2011. Second by Bryan Northrop. Discussion had. Motion carried.

**Treasurer's Report**

A written report was submitted. See attached report.

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

**PUBLIC COMMENT, SPECIAL REPORTS, COMMUNICATIONS OR PRESENTATIONS**

None.

**OLD BUSINESS**

1. Chief Kirk Wilson reported on status of completion of surfacing of the apparatus floors. That Unit 1402 was damaged by muriatic acid vapors and a claim has been submitted to Rockford Structures for repair. Discussion had. No action taken.
2. Chief Kirk Wilson reported the Blackhawk street approach grades comply with the IDOT specifications. Discussion had. No action taken.
3. Chief Kirk Wilson reported on remaining concrete issues: a) North walk and west entrance area he recommended the District require removal and replacement; b) Rear patio area see attached proposals. Discussion had. No action taken.

4. Chief Kirk Wilson reported recommending the District proceed with a Fire Prevention and Inspection Bureau proposal. Discussion had. No action taken.
5. Chief Kirk Wilson reported recommending review and adoption of the proposed POP, POC and Part-time pay increases per the attached written proposal being a 3 % increase for POP and POC. Bryan Northrop moved approval effective commencing November 1, 2011. Second by Mark Steward. Discussion had. Motion carried.
6. Chief Kirk Wilson reported Jeff Stien has submitted his resignation to take a Fire Chief's position in Wisconsin effective November 24, 2011 and he wished him success in his new Chief's position. Discussion had. No action taken.
7. Pursuant to request Atty. Louis Bowman submitted for consideration and passage a Resolution providing for attendance by members of the Board at public meetings by electronic means. Bruce Lans moved passage. Second by Bryan Northrop. Discussion had. The Resolution was passed.
8. Bruce Lans presented moving approval of a proposed management agreement including recommended changes by Atty. Louis Bowman for lease management of the Green Street property. Second by Mark Steward. Discussion had. Motion carried.
9. Bruce Lans reported on his communications with the local representative for compliance with the Illinois Local Records Act on requirements for retention of recorded security camera system. He reported that he was advised that the District did not need to retain any of the loop system recordings unless an incident was recorded that the District was retaining to act upon. Discussion had. No action taken.

## **NEW BUSINESS**

1. Atty. Louis Bowman reported presenting Spec. Ins. Levy Ord. No. 2011-3 for review and passage. Bruce Lans moved passage of Ord. No. 2011-3. Second by Bryan Northrop. Discussion had. Spec. Ins. Levy Ord. No. 2011-3 passed upon a unanimous role call vote by 4 to 1; Mark Steward had to leave the meeting early.
2. Atty. Louis Bowman reported presenting Spec. Audit Levy Ord. No. 2011-4 for review and passage. Bruce Lans moved passage of Ord. No. 2011-4. Second by William Campbell. Discussion had. Spec. Ins. Levy Ord. No. 2011-4 passed upon a unanimous role call vote by 4 to 1; Mark Steward had to leave the meeting early.
3. Atty. Louis Bowman reported presenting General Annual Levy Ord. No. 2011-5 for review and passage. Bruce Lans moved passage of Ord. No. 2011-5. Second by Dennis Stien. Discussion had. General Annual Levy Ord. No. 2011-5 passed upon a unanimous role call vote by 4 to 1; Mark Steward had to leave the meeting early.

4. Chief Kirk Wilson reported requesting approval of a leave of absence request from Mollie Schmeling effective immediately through June 1, 2012 for personal reasons. Bruce Lans moved approval. Second by Bryan Northrop. Discussion had. Motion carried.

5. Chief Kirk Wilson reported the removal of Mark Lawrence from the position of Lieutenant down to Firefighter effective immediately. Discussion had.

6. At 9:17 pm Bruce Lans moved the Board go into closed session to discussion personnel discipline and search issues and salary and benefits for a replacement Deputy Chief. Second by William Campbell. Discussion had. Motion carried 4 to 1; Mark Steward had to leave the meeting early.

7. At 9:20 pm Dennis Stien convened the closed session. Present were Dennis Stien, Bryan Northrop, Bruce Lans, William Campbell, Chief Kirk Wilson and Attorney Louis C. Bowman.

a) Chief Kirk Wilson reported recommending approval of the termination of Willie Garner for lack of compliance with District minimum participation standards in emergency response and training effective immediately. Bruce Lans moved termination. Second by Bryan Northrop. Discussion had. Motion carried.

b) Chief Kirk Wilson reported requesting the appointment of two (2) Board members to work with the Chief on a committee to select a replacement for the part-time position of Deputy Chief and the salary be set at \$28,250.00 plus an annual insurance stipend of \$5,675.00 subject to a pre-appointment medical physical examination. Discussion had. No action taken.

At 9:45 pm the closed session was adjourned back into open session. Dennis Stien inquired as to whether there was any further business to come before the meeting.

8. Dennis Stien designated the administrative committee of Bruce Lans and Willaim Campbell meet with the Chief to act as the selection committee for the new Deputy Chief and report to the Board for Board appointment. Bruce Lans moved approval. Second by Willaim Campbell. Discussion had. Motion carried.

There being no further business to come before the Board, the meeting as adjourned at 9:50 pm.

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Secretary, RFPD