**Minutes of the Regular Meeting**

**The Board of Trustees**

**Of the Beecher Fire Protection District**

On the 25th of August 2016, the regular meeting of the Board of Trustees for the Beecher Fire Protection District was held at 7:00PM pursuant to the notice at the Beecher Fire Station in Beecher, Illinois.

**August 25, 2016**

**Order of Business**

**Call to Order:** 7:00 pm

**Roll Call: Members Present:** Trustees B. Becker, M. Cook, D. Kennedy and C. Murdoch. Absent Trustee J. Hansel

 **Also Present:** Chief D. Lagesse and Deputy Chief B. Claus.

 **A Motion** was made by Trustee M. Cook, seconded by Trustee B. Becker for Trustee C. Murdoch as acting secretary for August 25, 2016 meeting. Motion passed unanimously by a roll call vote, four ayes and one absent.

 **Approval of Minutes:** A motion was made by Trustee D. Kennedy seconded by Trustee B. Becker, to approve the minutes from the July 28, 2016 regular meeting. Motion passed unanimously by a roll call vote, four ayes and one absent.

 **Treasurers Report:** Profit & Loss Budget vs. Actual report, Bank Reconciliation for checking accounts and Investment Reports for the month of July were distributed to trustees.

A motion was made by Trustee C. Murdoch, seconded by Trustee B. Becker to approve treasurer report. Motion passed unanimously by a roll call vote, four ayes and one absent. A representative from Midland States Bank will be at the October meeting to update on the accounts.

**Approval of Bills:** The bills for the month of August were reviewed and a motion was made to pay bills by Trustee D. Kennedy, seconded by Trustee B. Becker. Motion passed unanimously by roll call vote, four ayes and one absent.

**NON-Discussion Agenda**

 **Chief’s Report:** There were 80 calls for the month of July. Open house for Fire Protection Week will be on Friday, October 14, 2016. There was a structure fire on Thursday, August 11, 2016 on Cottage Grove. A motion was made by Trustee B. Becker, seconded by Trustee D. Kennedy to approve to write off the balance for services for Jacob Stenhouse on March 31, 2016 due to financial hardship. Motion passed unanimously by roll call vote, four ayes and one absent.

 **Deputy Chief’s Report:** Two full time employees will be training for Fire Investigator. Mike Stokoski will be training for Fire Officer with a grant he received.

**General Public:** N/A

**Discussion Agenda:**

1. **Committee Reports:**
2. **Personnel –** N/A
3. **Public Relations –** A motion was made by Trustee D. Kennedy, seconded by Trustee C. Murdoch to approve a donation (Breakfast, ride to school and blanket) to Zion Lutheran Dinner Auction. Motion passed unanimously by roll call vote, four ayes and one absent.
4. **Communications –** Chief Lagesse and Trustee D. Kennedy attended a Will County 911 meeting, an employee organization chart was presented.
5. **Village Liaison –** Beecher Chamber Golf Outing will be on Friday, September 9, 2016. Balmoral Track is now hiring.
6. **Legal Update –** N/A
7. **Training –** N/A
8. **Unfinished Business**
9. **Replacement of Station Sign –** Four bids were received. A motion was made by Trustee D. Kennedy, seconded by Trustee B. Becker to approve the bid from Correct Digital Display for $19,923.00. Motion passed unanimously by roll call vote, four ayes and one absent.

A motion was made by Trustee D. Kennedy, seconded by Trustee B. Becker to approve that $20,673.00 (cost for sign and permit) be moved from account 1003(Impact Fees) to General Fund Checking Account (\*\*\*\*\*2908).

Motion passed unanimously by roll call vote, four ayes and one absent.

1. **Parking Lot –** A motion was made by Trustee D. Kennedy, seconded by Trustee B. Becker to approve up to $8,000.00 to be spent on half the cost of parking lot improvements and for the amount to be moved from account 1003 (Impact Fees) to General Fund Checking Account (\*\*\*\*\*2908). Motion passed unanimously by roll call vote, four ayes and one absent.
2. **New Business**
3. **Standard Operation Guidelines –** A motion was made by Trustee D. Kennedy, seconded by Trustee C. Murdoch to approve updates to the SOGs. Motion passed unanimously by roll call vote, four ayes and one absent.
4. **Closed Session Personnel –** A motion was made by Trustee D. Kennedy, seconded by Trustee C. Murdoch at 8:15 pm to move to close session. Motion passed unanimously by roll call vote, four ayes and one absent.

A motion was made by Trustee D. Kennedy, seconded by Trustee B. Becker to reopen regular meeting at 8:57pm. Motion passed unanimously by roll call vote, four ayes and one absent. No action was taken.

**Announcement of Scheduled Meeting/Seminars –** BFPD will host September’s MABAS Chief meeting on Wednesday, September 21, 2016.

**Trustees’ Comments –** Trustee M. Cook thanked the employees for their help with her mother. Trustee C. Murdoch commented on how well the direction and communication at the structure fire on August 11, 2016.

**Next Meeting Date/Time:** Thursday, September 22, 2016 @ 7:00PM

**Adjournment –** A motion to adjourn the meeting at 9:01PM was made by Trustee D. Kennedy, seconded by Trustee B.Becker, motion carried.

**Cory Murdoch**

**Acting Secretary, Board of Trustees**

**Recorded by**

**Angie Koehne**

**Administrative Assistant**