

**LONG GROVE FIRE PROTECTION DISTRICT**  
**Board of Trustees' Meeting held on November 20, 2023**  
**1165 Old McHenry Road, Long Grove, IL 60047**

**Call to Order:** The meeting was called to order at 4:00 p.m. The Pledge of Allegiance was recited.

**Roll Call:** *Participants were present or attended by web through Zoom.*

Present: President Kristen Linnenburger  
Trustee Jennifer Michaud  
Trustee James Spearman

Also Present: Chief Paul Segalla  
Deputy Chief Andy Wienckowski  
Joe Miller, Ottosen DiNolfo Firm  
Tom Coughlin, Government Accounting Inc. (via zoom)  
Amber Nadeau (via zoom)

**Closed Session**

***Motion by Trustee Spearman, seconded by Trustee Michaud, to enter Closed Session under statute(s): 5 ILCS 120/2(c)(1) and 5 ILCS 120/2 (c)(3). Motion passed unanimously by a roll call vote.***

The meeting moved to closed session at 4:01 p.m. and included the three Trustees and Attorney Miller, Chief Segalla and Deputy Chief Wienckowski.

The Board returned to open session at 5:05 p.m. and roll call confirmed all Trustees present.

**Public Comment**

There were no public comments.

**Approval of Minutes**

***Motion by President Linnenburger, seconded by Trustee Spearman, to approve the regular minutes of the regular meetings from September 18, 2023 and October 16, 2023 as presented. Motion passed unanimously by a roll call vote.***

***Motion by President Linnenburger, seconded by Trustee Spearman, to approve the regular minutes of the special meeting from October 30, 2023 as presented. Motion passed unanimously by a roll call vote.***

***Motion by President Linnenburger, seconded by Trustee Spearman, to approve and not release the closed session minutes of the meetings from September 18, 2023, October 16, 2023, and October 30, 2023. Motion passed unanimously by a roll call vote.***

## **Financials**

President Linnenburger invited Tom Coughlin from GAI to present the monthly financial report. Coughlin presented the details of the Districts revenues, expenditures, investments, fund balances, and entertained questions from the Board.

***Motion by Trustee Spearman, seconded by Trustee Michaud, to accept the financial report as presented. Motion passed unanimously by a roll call vote.***

The transfers, payroll and bills were reviewed and included:

- Transfers -- \$502,844.68
- Payroll -- \$226,213.11
- Bills -- \$ 102,384.62

***Motion by Trustee Spearman, seconded by Trustee Michaud, to accept and approve the bills, payroll and transfers as presented. Motion passed unanimously by a roll call vote.***

## **Reports**

**President** – President Linnenburger welcomed two new employees.

**Secretary** – Trustee Michaud attended Trustee training.

**Treasurer** – Trustee Spearman welcomed the new employees. He asked everyone to be vigilant in regards to depression since we are at the height of the holiday season.

**Chief Segalla** – Chief Segalla reviewed the calls from October. Reviewed training hours completed for October.

The CAFT report that was included in the packet, which outlines the infrastructure improvements.

The promotional testing process for the Battalion Chief and Lieutenant positions are continuing.

Welcome to the new Administrative Assistant, Anne Sullivan.

Michael Hakimi received his Company Fire Officer certification.

One PPOP member is attending the Fire Academy. Another PPOP started employment this week.

Red Center needs to have a trustee appointed to their board of directors.

The Buffalo Grove tower site should be up and running by the end of year.

There was a change with the CAD vendor. They are moving to a different platform. All mobile devices will be updated in early 2024.

Des Plaines FD originally gave termination notice to Red Center, but it turns out they will stay after all. The Des Plaines Police will be dispatched by Cook County.

Revised the fire station construction schedule.

**Attorney Report** – Mr. Miller updated the Board about various general topics.

**Old Business**

There was no old business for discussion.

**New Business**

***Motion by President Linnenburger, seconded by Trustee Michaud, to nominate Kristen Linnenburger for Trustee President, Jennifer Michaud for Trustee Treasurer, and James Spearman for Trustee Secretary. Motion passed unanimously by a roll call vote.***

The items for surplus property include laptops, portable radios, elliptical, treadmill, curling exercise machine, and a 2002 KME Alexis Tanker.

***Motion by President Linnenburger, seconded by Trustee Spearman, to approve the surplus property no longer needed for District purposes. Motion passed unanimously by a roll call vote.***

Chief Segalla said the apparatus committee visited Pierce Manufacturing and made the final changes to the contract. The final amount exceeds the contingency amount that was originally approved. There was a discussion about whether a transmission brake would be necessary. The estimated delivery date is April 2024. The prepayment would use this year's budget and happen by December 1, 2023.

***Motion by President Linnenburger, seconded by Trustee Spearman, to approve the final change order to Pierce Manufacturing and authorize to prepay the purchase of a 2024 Saber Tanker in the amount of \$953,311.52. Motion passed unanimously by a roll call vote.***

At the last board meeting for the Foreign Fire Board, they discussed purchasing the 1936 Diamond T pumper. The Foreign Fire Board desires to share the purchase cost with the District, as well as have the District cover the cost to insure and license the vehicle. The total cost is about \$40,000. There is not currently a place to store the vehicle. The vehicle is the second motorized vehicle that was originally owned by the District. The Board of Trustees tabled the discussion for next meeting.

***At 5:46 p.m., a motion was made by President Linnenburger, seconded by Trustee Spearman, to open the public hearing for Ordinance 2023-05, BUDGET AND APPROPRIATION OF THE LONG GROVE FIRE PROTECTION DISTRICT, LAKE AND COOK COUNTIES, ILLINOIS FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2024 AND ENDING DECEMBER 31, 2024.***

The public hearing notice was published in the Daily Herald newspaper within the proper time period. There were no comments from the public.

***At 5:47 p.m., a motion was made by President Linnenburger, seconded by Trustee Spearman, to close the public hearing for Ordinance 2023-05, BUDGET AND APPROPRIATION OF THE LONG GROVE FIRE PROTECTION DISTRICT, LAKE AND COOK COUNTIES, ILLINOIS FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2024 AND ENDING DECEMBER 31, 2024.***

There was no further discussion regarding the budget.

***Motion by President Linnenburger, seconded by Trustee Michaud, to approve Ordinance 2023-05, BUDGET AND APPROPRIATION OF THE LONG GROVE FIRE PROTECTION DISTRICT, LAKE AND COOK COUNTIES, ILLINOIS FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2024 AND ENDING DECEMBER 31, 2024. Motion passed unanimously by a roll call vote.***

***At 5:48 p.m., a motion was made by President Linnenburger, seconded by Trustee Spearman, to open the Truth in Taxation public hearing for Ordinance 2023-06, LEVYING AND ASSESSING TAXES OF THE LONG GROVE FIRE PROTECTION DISTRICT, COOK AND LAKE COUNTIES, ILLINOIS, FOR 2023.***

The public hearing notice was published in the Daily Herald newspaper within the proper time period. There were no comments from the public.

***At 5:49 p.m., hours, a motion was made by President Linnenburger, seconded by Trustee Spearman, to close the Truth in Taxation public hearing for Ordinance 2023-06, LEVYING AND ASSESSING TAXES OF THE LONG GROVE FIRE PROTECTION DISTRICT, COOK AND LAKE COUNTIES, ILLINOIS, FOR 2023.***

There was a brief overview of the tax levy ordinance.

***Motion by President Linnenburger, seconded by Trustee Michaud, to approve Ordinance 2023-06, LEVYING AND ASSESSING TAXES OF THE LONG GROVE FIRE PROTECTION DISTRICT, COOK AND LAKE COUNTIES, ILLINOIS, FOR 2023. Motion passed unanimously by a roll call vote.***

***Motion by President Linnenburger, seconded by Trustee Spearman, to approve the Intergovernmental Agreement with Countryside Fire Protection District for Fire Prevention Services. Motion passed unanimously by a roll call vote.***

***Motion by President Linnenburger, seconded by Trustee Spearman, to approve the Intergovernmental Agreement with Beach Park Fire Protection District for the usage of their 3000 gallon tanker. Motion passed unanimously by a roll call vote.***

***Motion by President Linnenburger, seconded by Trustee Spearman, to approve the Intergovernmental Agreement with Barrington Countryside Fire Protection District for the usage of their 3000 gallon tanker. Motion passed unanimously by a roll call vote.***

President Linnenburger said there is possible action on items that were discussed in closed session.

***Motion by President Linnenburger, seconded by Trustee Michaud, to authorize the 2024 budgeted increase in pay for non-bargaining personnel. Motion passed unanimously by a roll call vote.***

***Motion by President Linnenburger, seconded by Trustee Spearman, to approve the changes to District Policy on Non Bargaining Full Time Employee benefits sick time buyback. Motion passed unanimously by a roll call vote.***

**Adjournment**

***Motion by President Linnenburger, seconded by Trustee Spearman, to adjourn the meeting.  
Motion passed unanimously by a roll call vote.***

Meeting adjourned at 5:55 p.m.

Approved:

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President

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Secretary