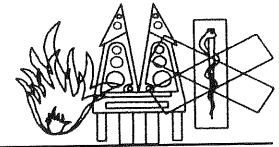


# Newport Township Fire Protection District

39010 Caroline Avenue  
Wadsworth, Illinois 60083



Emergency - 911 or (847) 623-2161 • Fire Station (847) 336-1080 • Fax (847) 336-1097 • mail@newportfire.org

**Mark Kirschhoffer - Fire Chief**

**John Brewer**

**Joe Stanonik**

**Doug Reno**

**Trustees**

Meeting Minutes of the Board of Trustees of the

Newport Township Fire Protection District

Meeting Date December 12, 2012

## Meeting Called To Order:

- Board President Stanonik called the December 12, 2012 regular monthly Board Meeting of the Newport Township Fire Protection District to order at 7:15 pm. The meeting was held at the Newport Township Fire Station and was publicly posted.

## Pledge of Allegiance:

- Recital of the Pledge of the Allegiance was lead by President Stanonik.

## Roll Call:

- Trustee Stanonik present, Trustee Reno present and Trustee Brewer present. A quorum was achieved. Also attending the meeting Fire Chief Kirschhoffer, Deputy Chief Edmonds, Fire District Counsel John Kelly and Fire District Auditor Matthew Dabrowski.

## Public Comment:

- Resident Gerald Nellessen comments.

## Approval of Minutes:

- Trustee Stanonik motioned to approve the November 14, 2012 Board meeting minutes. Second by Trustee Brewer with a vote to approve the minutes as presented. Trustee Stanonik AYE, Trustee Reno AYE and Trustee Brewer AYE; motion carried.
- Trustee Stanonik motioned to approve the November 19, 2012 Board meeting minutes with corrections in the adjournment indicating the correct date November 19, 2012 at 8:30 pm and

striking Trustee Campanella and replaced with Trustee Brewer. Second by Trustee Brewer. Trustee Stanonik AYE, Trustee Reno AYE and Trustee Brewer AYE; motion carried.

**Treasurer Report:**

- Treasurer Reno presented the December 2012 Treasurer Report for approval as presented. Motion Trustee Stanonik to approve the December Treasurer report as presented. Second Trustee Brewer with a roll call vote; Trustee Stanonik AYE, Trustee Reno AYE and Trustee AYE. Motion carried.

**Payment of Bills:**

- Treasurer Reno presented the December 2012 bills to be paid. Motion to pay the December 2012 bills as presented totaling \$57,330.09 by Trustee Stanonik. Second Trustee Brewer with a roll call vote. Trustee Stanonik AYE, Trustee Reno AYE and Trustee Brewer AYE. Motioned carried.

**Correspondence:**

- Letter from the Attorney representing a neighboring property currently utilizing the fire station septic system. Board discussion followed with the Board instructing Attorney Kelly to send a letter of response to the neighboring property legal representation indicating in three to six months from now the fire station new septic installation will be complete and per the Lake County Health Department permit requirements issued to Newport Township FPD the septic system access to neighboring property will be cut off.

**Auditor Presentation:**

- Matthew Dabrowski, CPA with Dam, Snell and Taveirne LTD, Newport Township FPD auditor provided a budget presentation for the past year.

**Fire Chiefs Report:**

- Chief Kirschhoffer reported to the about a structure fire in the Newport Township FPD on Saturday December 8, 2012. The fire is still under an open investigation. .
- Chief Kirschhoffer informed the Board changes in the Department guidelines for driving to reflect the Illinois Secretary of State opinion that non Illinois residents employed by Illinois fire departments/districts must have the equivalent

on a Class B non CDL driver license to operate any fire department vehicle over 16000 lbs GVW from the State employees reside. Current employees must obtain a CDL permit by January 1, 2013 and a CDL license from the state they reside by January 31, 2013. The updated Department guideline will reflect the changes.

- Fire Chief Kirschhoffer requested Board approval to rent storage and office space from Lake County Hose and Equipment to store apparatus and occupy temporary office space during the remodeling of the Newport Township FPD Fire Station 1. The Board instructed Chief Kirschhoffer to request a lease contract for Board review at the January 2013 meeting.
- Chief Kirschhoffer inquired if he should investigate financing for the remodeling of fire station 1 and proposed fire station 2. Board discussion followed by the Board instructing Chief Kirschhoffer to pursue financing loan information and quotes.

#### **Attorney Report:**

- Attorney Kelly provided a report received by Zion on the status of the City of Zion and Newport Township FPD joint tax area account court proceedings. Attorney Kelly will work on a settlement order to include monthly account statements.
- Attorney Kelly is working on a property lease with EE Gross Well Drilling Company to lease their building and property for Newport Township FPD Station 2. Attorney Kelly should have completed draft next week for review.

#### **Old Business:**

- Fire Station remodeling progress:
  - Plans are near completion for Board presentation in January.
- Fire Station septic system progress report:
  - Septic field mound system is installed. Septic Tanks and lines will be installed after the building remodeling is complete and the temporary trailer living quarters is removed from the property.
- New Ambulance Status:
  - A contract for the new ambulance purchase has not been received yet. The ambulance is on line for construction so construction will not be prolonged while waiting for plan approval and a contract with Foster coach.

**New Business:**

- Adopt the 2012 Newport Township Fire Protection District Tax Levy:
  - Motion by Trustee Stanonik to approve the 2012 Tax Levy as presented by Attorney John Kelly. Second Trustee Brewer with a roll call vote. Trustee Stanonik AYE, Trustee Reno AYE and Trustee brewer AYE, No NAY votes and motion carried.
- Adopt the 2013 Newport Township Fire Protection District Board of Trustee meeting schedule.
  - Motion by Trustee Stanonik to adopt the 2013 meeting schedule and post as proposed. Second Trustee Brewer with all Trustees AYE and no NAY vote. Motion carried.

**Closed Session:**

- Motion Trustee Stanonik to move to closed session for the purpose of finance discussion with auditing firm and attorney. Second Trustee Brewer with all Trustees voting AYE and no NAY vote at 8:37 pm.

**Open Session:**

- Motion to return to open session by Trustee Stanonik with no action taken at 9:25 pm. Second by Trustee Brewer with all Trustees voting AYE and no NAY vote. Motion carried.

**Adjournment:**

Motion by Trustee Stanonik to adjourn at 9:27 pm. Second Trustee Brewer with all Trustees AYE and no NAY vote. Motion Carried and meeting adjourned.

**Next regular Board of**

**Trustees meeting:**

Wednesday January 9, 2013 at 7:00 pm

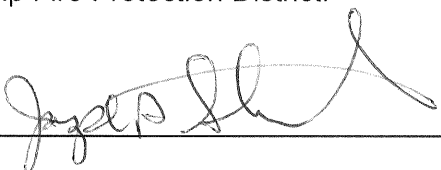
Respectfully submitted,

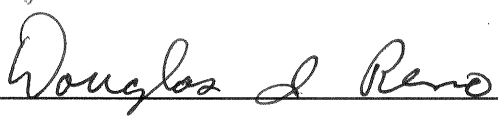
  
Mark Kirschhoffer

Fire Chief

12/15/12

Accepting the December 12, 2012 meeting minutes  
of the Newport Township Fire Protection District.

President Stanonik: 

Trustee Reno: 

Trustee Brewer: 