



Sandwich Community Fire Protection district

Agenda

March 13th, 2025

7:00 PM

Call to Order / Pledge of Allegiance

Open Forum / Comments from the Public

Review, Correct and Approve Previous Meeting Minutes

Treasurer's Report

Correspondence

Attorney's Report

Chief's Report

Executive Session

ILCS120/2©(1):

Old Business

- Dry Hydrant system for Lake Holiday

New Business

- Equipment Purchase request
- Training Requests
- New Personnel
- 2025-26 Budget

Posted: Tuesday March 11, 2025, At 1403 hrs. by Derek Hagerty

Sandwich Community Fire Protection District
Meeting Minutes

February 13, 2025

7:00 P.M.

The regular meeting of the Sandwich Community Fire Protection District Board of Trustees was held on Thursday January 9, 2025. Roll call showed Trustee Beverage, Administrative Assistant Ashley Benitez, Trustee Fish and Trustee Weismiller present. Fire Chief Derek Hagerty was also in attendance as well as 9 members of the public. A quorum was present.

The meeting was called to order at 7:01 PM by Trustee Beverage. All present stood and recited the Pledge of Allegiance.

The floor was open for public comments. There were none.

The minutes from the January meeting were reviewed. Trustee Fish made a motion to accept the minutes as presented. Trustee Weismiller seconded the motion, motion carried.

The treasurer's report was read and showed a balance of \$2,437,901.63. Bills to be paid were listed on the balance sheet. Trustee Beverage made a motion to accept the report as submitted and to pay all the bills. Trustee Fish seconded the motion, motion carried.

Trustee Beverage read several thank you cards from the Cub Scouts.

Attorney's report-none

Chief's Report

Chief Hagerty presented the trustees with the written report for the month. Additionally, he noted that Sandwich Inc. has voted and approved a new officers. He also reported that all the S.C.B.A.s bottles are being rotated out for their 5-year hydrostatic.

Chief Hagerty asked the Trustees if they would pay the tuition costs for members attending an EMS Basic class that will be taught at the fire station with an agreement that they stay with us for two years. After discussion, Trustee Weismiller made a motion to pay for ½ the training with an agreement. Trustee Fish seconded the motion, motion carried.

Chief Hagerty noted that he had responded to a call where there was no heat. He purchased an electric blanket to help keep the family warm. Gym bags as gifts for EMS week. After discussion Trustee Fish made a motion to spend \$1,500. For gym bags and \$1,500. For electric blankets for those in need of warm. Trustee Weismiller seconded the motion, motion carried.

Closed session- None needed.

Old Business – Chief Hagerty noted that we received \$5,000.00 for the surplus ambulance.

New Business

The Trustees reviewed a tentative budget for fiscal year 2025-2026. Trustee Weismiller made a motion to approve the tentative budget. Trustee Beverage seconded the motion, motion carried.

A roof maintenance contract for Olson Roofing was reviewed. After discussion, Weismiller made a motion to approve the contract. Trustee Beverage seconded the motion, motion carried.

Trustee Weismiller and Chief Hagerty are working on the possibility of installing dry hydrants at Lake Holiday as we are not allowed to use their water system. Trustee Weismiller will continue to work with Lake Holiday and The Somonauk Fire Department on this project.

There being no further business, Trustee Weismiller made a motion to adjourn at 7:42PM. Trustee Beverage seconded the motion, motion carried.

Chuck Fish

Secretary

*Sandwich Community Fire Protection District
Meeting Minutes*

March 13, 2025

7:00 P.M.

Present: Trustee President – Jeff Beverage
 Trustee Treasurer – Matt Weismiller
 Chief – Derek Hagerty
 Deputy Chief – Jayson Darby
 Administrative Assistant – Ashley Benitez
 Community Members - 4

Call to Order

Trustee Beverage called the meeting to order at 7:03 P.M. The Pledge of Allegiance was recited by all in attendance.

Public Comments:

No public comments.

Previous Meeting Minutes:

Trustee Beverage made a motion to accept February 2025's meeting minutes. Trustee Weismiller seconded. All in favor.

Treasurer's Report:

Trustee Weismiller stated that the total disbursements are \$41,580.83, Trustee Beverage made a motion to accept the disbursements as presented, seconded by Trustee Weismiller. Trustees Beverage and Weismiller voted yes.

Correspondence:

No correspondences this month.

Attorney's Report:

No attorney's report this month.

Chief's Report:

- Stryker double payment has been refunded and put back into the correct line item.
- Free Phoenix upgrade for overhead speaker system. Will be discussed later.
- Radios & pagers – Kencom is going strictly digital by 2027. Will need to update all of the pagers. 12 per year might be a good goal as to not get hit all at once with the expense.

Old Business:

Trustee Weismiller is waiting on a report for the dry hydrant idea for Lake Holiday. He said he would like to meet with Somonauk Fire to see what their thoughts are about going in on it with us.

New Business:

-Equipment Requests – Requesting 5 new sets of turn-out gear. Would be taken out of line items #5240 & #5248. Would cost \$19,350. Trustee Weismiller made a motion to purchase 5 sets of turn-out gear for \$19,350.00. Trustee Beverage seconded the motion. Both in favor.

-Training Requests – Bri Bell would like to attend 2 classes, Wildland Fire & Respectful Entry, for a total of \$500.00. Wildland Fire class is \$350 and Respectful Entry is \$150.00. Trustee Beverage asked why Bri. Chief Hagerty stated that she puts in the time and is eager to learn. Trustee Weismiller and Trustee Beverage both agreed with the Chief's statements. Trustee Beverage made a motion to approve Bri to attend both classes in June for a total cost of \$500.00. Trustee Weismiller seconded the motion. Both in favor.

New Personnel:

No new personnel this month.

Adjournment

Trustee Weismiller made a motion to adjourn the meeting at 7:16 P.M., seconded by Trustee Beverage. Both in favor.

Chief Notes:

The last Months happenings.

March 13th, 2025

- The double payment Stryker bill has been refunded and placed back into the correct line item
- All SCBA air bottles have been serviced and hydrotested by the five-year guideline
- Thoughts about painting the Trustee office? We can do it in house.
- Ashley is still working on making adjustments and getting closer to being caught up. Still finding some mistakes. Ashley and Weismiller have been working together as well. We have officially switched to QuickBooks online. Transition is moving along well.
- Elevator issues: We passed the inspection but a week later the elevator broke down. The doors would not close. They came and fixed. Two days later the doors would not open, but lift was going up and down. They fixed it again and now the door will not close again. Working with DME to resolve the issue. Took four trips from DME and it is finally operational again. For now... They highly recommend a new lift. Hard to work on and hard to find parts...
- Looking for a second opinion and seeing if there is another elevator company. Jeff Grey works at Copley and is going to contact their elevator company.
- 451 was fixed at Todds and is running great
- 431 was having some transmission issues. Went to Tri-County Transmissions in Geneva. It has been fixed and is also running great now
- 421 had an oil change and PM done
- 442 had an oil change
- Brian Olson has taken a leave of absence. Will advise later on with his status
- Zetron system that we use is obsolete. Still works but if breaks or stops working there is no fix. Oswego and BKFD are upgrading to the Pheonix system. Talking to the Pheonix rep he will upgrade our system to Pheonix at no charge to us at all. We could upgrade our system later on if we wanted to.
- Tyler reporting system. NIFRS reports. Every call we respond to has to be filed with the state. The state will no longer recognize Tyler. Everyone else is going to be switching to ESO. We currently use ESO for EPCRs so the transition will be smooth. Only downside. There is a fee. No matter what we use, starting January 1st 2026 we have to start paying. Looking into options.
- Final payment for the fiscal year to IPRF was made (Workman's Comp) \$17,254 and final liability insurance was made. \$7,159.

- Gas meters that were approved a few months ago finally came in and put into service.
- Radio/Pager update: All encrypted/digital radios have been installed in our vehicles. The next step is the pagers. All Minitor 5 pagers are obsolete. KenCom and DeKalb County amongst many other dispatches are going all digital. PD has already converted. We must start planning on all new Digital Minitor 7s.
- Turn out gear: Would like to purchase five sets of Turn out gear: Per set: \$3,870.00
 - Line #
 - Line #
- We gave out 17 heated blankets. Someone called and wanted to donate 10 blankets to us. We keep blankets in the ambulance in case we come across a house with no heat.
- We went through an IPRF audit. Passed with no concerns or notes.
- Having a meeting with the Fair board. Six months away. Getting some ideas out to make it better operations. Looking to borrow a medic unit so we can staff three medics that week. Will give another update as it comes.
- Meeting with Ian Burgin Friday morning. He is the new inspector for the city of Sandwich.
- Do we want to invite Shawn F to the next meeting to discuss the Union topic? Thoughts?
- On March 28th we are doing a worker's safety at the library. Going over alarms, evacuations, fire extinguishers. New program we are starting for the local businesses in town.
- SFD took over the gym classes at the elementary schools and we had a lot of fun with the kids. Obstacle courses and tried out basketball.
- It's at that time of year again for the district employees to have their NFPA Physicals. Doc in the box will be here in April to do physicals on site.
- Sandwich is hosting an IFSI cornerstone class April 5th. The class will be Fire Ground Communications. Free for all and any dept is welcome to come.
- The Fire Alarm annual test will be March 19th, they will be testing the sprinkler system as well.
- I had several meetings with KenCom. We are limiting more Full still responses for EMS calls.
- The sign that Frieders hit with the snowplow has been repaired and brought back.
- Lease has been signed for the Pratt Street property with Frieders.
- Budget notes:
 - 4000 will be adjusted again before May 1, after billing comes in.
 - 4081 interests have been added to line # 7008
 - 5030 went up some as medical supplies are going up in price and the hospital does not stock the things we need.
 - 5053 up some to cover the cost of inflation as well.

- 5230 should finally see income coming in here. PBS and us finally have it figured out and starting to bill.
- 5240 Will have several sets of gear to replace next year.
- 5287 needs to start budgeting for new digital pagers Figure 12 a year next 3 cycles
- 5292 added more for vehicle maintenance and repairs
- 6024 Although the website is now in house there are still fees for the actual website. Until this year settles, we won't know the exact dollar amount
- 6132 added for Legal fees
- 6040 added for Vector solutions. Last couple years it came from 2%

The rest of the line items were adjusted looking at the last fiscal years budget. I have attached a budget for you. Any ideas or move numbers around just let me know. Should we put it on the agenda for next month to discuss? Some things will change slightly between now and next meeting.

- Attached is the updated agreement between SFD and EMA. It is being approved by the attorney and board at the next city meeting. Once past that we can bring back for approval.
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