

# MARQUETTE HEIGHTS FIRE DEPARTMENT

715 LINCOLN ROAD • MARQUETTE HEIGHTS, ILLINOIS • 61554



## Marquette Heights Fire Department Business Meeting Minutes February 04, 2023

### APPLICANTS/TRAINEEES PRESENT

### APPLICANTS/TRAINEEES ABSENT

D. Davis

### MEMBERS PRESENT

### MEMBERS ABSENT

B. Ingles  
N. Kerley  
T. Bartlett  
C. Hermacinski  
C. Cadwell  
C. Stanley  
J. Fowler  
J. Hessling  
C.L. Hermacinski  
Z. Patrick  
B. Fortier  
J. Carpentier

### MEMBERS ON LEAVE

D. Painter

### CADETS PRESENT

### CADETS ABSENT

E. Bartlett  
G. Weiss

### GUESTS PRESENT

Meeting called to order by CA Hermacinski at 0833 hours.  
Pledge led by: T Bartlett

## Swearing in of 2023 Officers

### **MINUTES OF PREVIOUS MEETING(S)**

- January Executive Board meeting minutes have been approved.
- Corrections:
  - Invoice for Glucagon was wrong, so the December Treasurer's report needed updating.
- Additions:
  - None
- Motion to approve minutes of the January business meeting: J. Hessling
  - Seconded: T. Bartlett
  - Motion carried.

### **Chief: C.A. Hermacinski**

- FF of the month - None
- Thank you to the membership for entrusting me in my role as Chief. I will perform my duties to the best of my abilities.
- OSHA has been going around inspecting departments. we have been trying to make sure everything is in order.
- Will be updating SOG for every member to perform 1 hour of driving on each truck outside of training and calls.
- Requesting everyone signs the Hep-b Vaccine form.
- Will be getting a fit test machine for everyone to get fitted for masks.
- Thank you to Corey and Tony for help with this task.
- Accountability tags we need to start using them again.
- Feb 25th at 1:30pm Rec association wants use of our fire deck for CPR/AED training with AMT.
- Grass Burn is set for next month, so we need to come up with multiple times for this. We picked the last three Fridays in March.
- ID's need updated, Bring your long Sleeve dress shirt to Department training.
- The printer in the office, make sure you select black and white. When you are done with it, turn it off.
- Creating a new old policy, Health and Safety program. OSHA requirement. New committee will be a Safety Committee.

### **Assistant Chief: T. Bartlett**

- Uniform and Job shirts are on order.

### **Captain: C. Cadwell**

- Department Training February 19 on Blood Borne Pathogens Mandatory Training.
- Squad Training March 2nd Techniques of Physical Assessments

### **Rescue Lt.: N. Kerley**

- EMS meeting for CEU March 1st, Online only.

- Sent paperwork in for Tony's license.
- Chelsea and I went through the truck and did a self-inspection.
- New pulse ox is in, Will go into service today.
- After business meeting if people need to make up documentation.

**Assistant Rescue Lt.: C.L. Hermacinski**

- QA's will be done.

**Treasurer: J. Fowler**

- Reviewed January's treasurer's report:
  - Motion to approve January's treasurer's report: T. Bartlett
  - Seconded: N. Kerley
  - Motion carried.

**Outgoing Secretary: C. Cadwell**

- The Tazewell County meeting will be on 02/08/23 at 7:00 pm at Tremont Fire Department.

**Incoming Secretary: J. Carpentier**

- Thank you for voting for me.

**Fire Inspector: J. Hessling**

- Thanks for voting me back in.
- Wrote out a schedule for inspection for this year based on fire extinguishers are set to expire.

**REPORTS OF COMMITTEES**

**Cadet Program: C. Cadwell**

- Feb 12th 9am on documentation.
- Gracee Weiss moved to her dad's, so she is no longer in the program.
- We need new Cadets.

**Maintenance Chairman: J. Fowler**

- Working on cleaning up the old radio table for a charging station.

**Engine 312: C. Cadwell**

- The monthly truck report is done.

**Engine 313: J. Fowler**

- Monthly truck report is done.
- The insulation blanket and bellow came in.
- One of the batteries for the tic needs to be replaced.

**Ranger 314: J. Hessling**

- Monthly truck report is done.

**Membership: C.L Hermacinski**

- No Report

**By-Laws: T. Bartlett**

- No report.

**Ways and Means: B. Ingles**

- No More aluminum.

**Social Activities**

- Banquet tonight at Alexanders at 6pm. North Pekin will be covering.

**Health and Wellness: B. Ingles**

- No Report

**Safety: T. Bartlett**

- If you bring in a chemical, i.e., cleaning supplies. let Corey know and I can print a SDS sheet out and add it to the binder.
- Will be getting a flammable cabinet.

**Old Business**

- Stuffed bears for the trucks to give out to kids.
- Motion to spend up to \$500 on Dalmatian with the fire helmet and coat: J. Fowler
- Seconded: N. Kerley
- Carried.
- Thank you to everyone who helped with the pizza parties.

**New Business**

- Fire helmets for kids, especially for kindergarten field trips.
- Motion to buy 200 helmets at .88 cents a piece plus shipping: B. Ingles
- Seconded: CL Hermacinski
- Carried.
- Enhance the future scholarship.
- Motion to donate \$500 to Enhance the scholarship: T. Bartlett
- Seconded: J. Fowler
- Carried.

**Good of the Department.**

- Need to update the cadet program participation plaque.
- Committee appointment as follows:

- By-Laws – Tony -Chair with Chris, Corey, and Josh Fowler
- Membership – Chelsea -Chair with John and Nancy
- Ways and Means – Billie Jo –Chair with Nancy and Chelsea
- Safety – Tony- chair with Corey and Nancy
- Cadet – Corey -Chair with Chelsea and Josh F.
- Health and Wellness – Billie Jo –Chair with Tony and Chelsea
- Maintenance – Josh C -Chair with Josh F. and John
- Engine 312 – John
- Engine 313 – Josh Fowler
- Ranger 314 - Chelsea
- Thanks N. Kerley for bringing in breakfast.
- CA Hermacinski will bring breakfast next month.

**Payment of Outstanding Bills**

- Check has been written to Dingus just need a signature.

Motion to suspend the meeting at 9:38 hrs. until Alexanders.

Meeting reconvened at 2030 hrs.

- Presented service pins.
- Presented 2022 Executive Board gifts.
- Presented 2023 Executive Board.
- Presented Firefighter of the Year: Christopher Hermacinski.
- Presented Gag Gifts by Retiree Chief Todd Fortier.
- Presented Chief gift to Retiree Chief Todd Fortier and Retiree Assistant Chief Brad Aschenbrenner.
- Motion to spend \$2052 to Alexanders for Banquet Dinner: T. Bartlett.
- Seconded: CL. Hermacinski.
- Carried.

Motion to Adjourn Business meeting: T. Bartlett

Meeting adjourned at 2121 hrs.

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## REGULAR BUSINESS MEETING

### JANUARY 2023 TREASURER'S REPORT

**PETTY CASH ACCOUNT BEGINNING BALANCE** **\$ 75.32**

Receipts:		Expenditures:	
1	Transfer from General Funds	\$	40.00
2		-	
Receipts Total		\$	40.00
1	Dollar General (Pizza Party)	\$	14.30
2			
Expenditures Total		\$	14.30

**PETTY CASH ACCOUNT NEW BALANCE** **\$ 101.02**

**GENERAL FUND BEGINNING BALANCE** **\$ 23,316.95**

Receipts:		Expenditures:	
1	Interest	\$	0.94
2	Donation ( Walmart)	\$	2,500.00
3	Reimb. (Glucagon)	\$	1,138.98
4	Aluminum	\$	270.00
5	Donation (Norman Wellsby)	\$	15.00
6		-	
7		-	
8		-	
9		-	
10		-	
11		-	
12		-	
13		-	
14		-	
15		-	
16		-	
17		-	
18		-	
19		-	
20		-	
Receipts Total		\$	3,924.92
1	Transfer to Petty Cash	\$	40.00
2	Executive Board Gifts	\$	113.67
3	MHRA Sponsorship	\$	300.00
4	Visa (LED Cabinet Lights)	\$	10.95
5	Joans Trophy (Plaques)	\$	369.00
6	Little Caesars (Pizza Party)	\$	84.37
7		-	
8		-	
9		-	
10		-	
11		-	
12		-	
13		-	
14		-	
15		-	
16		-	
17		-	
18		-	
19		-	
20		-	
Expenditures Total		\$	917.99

**GENERAL FUND NEW BALANCE** **\$ 26,323.88**

**FOREIGN FIRE TAX BEGINNING BALANCE** **\$ 13,275.56**

Receipts:		Expenditures:	
1		-	
1			

2

-

2

-

Receipts Total \$ -

Expenditures Total \$ -

**FOREIGN FIRE TAX NEW BALANCE**

**\$ 13,275.56**

**CHECKING ACCOUNT BALANCE**

**\$ 39,599.44**

**SAVINGS ACCOUNT BEGINNING BALANCE**

**\$ 4,610.24**

	Receipts:				
1	Interest	\$	0.98	1	

	Expenditures:				
					-

Receipts Total \$ 0.98

Expenditures Total \$ -

**SAVINGS ACCOUNT NEW BALANCE**

**\$ 4,611.22**

**TOTAL OF ALL FIRE DEPARTMENT FUNDS AND MONIES**

**\$ 44,311.68**

Submitted by Treasurer Joshua Fowler