

MARQUETTE HEIGHTS FIRE DEPARTMENT

715 LINCOLN ROAD • MARQUETTE HEIGHTS, ILLINOIS • 61554



Marquette Heights Fire Department Business Meeting Minutes January 06, 2024

APPLICANTS/TRAINEEES PRESENT

D. Davis

APPLICANTS/TRAINEEES ABSENT

C. Stanley

MEMBERS PRESENT

B. Ingles
N. Kerley
T. Bartlett
C.A. Hermacinski
C. Cadwell
J. Fowler
J. Hessling
C.L. Hermacinski
J. Carpentier
E. Bartlett
A. Adams

MEMBERS ABSENT

B. Fortier

MEMBERS ON LEAVE

D. Painter

CADETS PRESENT

CADETS ABSENT

G. Weiss

GUESTS PRESENT

Meeting called to order by C.A. Hermacinski at 0906 hours.
Pledge led by: A. Adams

Motion to suspend meeting for officer elections at 0907 hours: T. Bartlett
Second: J. Hessling
Motion carried.

Officer Elections:

- Chief
 - Motion to close nominations: J. Hessling
 - Second: N. Kerley
 - Nominees:
 - C.A. Hermacinski
 - Yes - 11
 - No - 0
 - Abstain - 0

- Assistant Chief
 - Motion to close nominations: N. Kerley
 - Second: C. L. Hermacinski
 - Nominees:
 - T. Bartlett
 - Yes - 11
 - No - 0
 - Abstain - 0

- Captain
 - Motion to close nominations: T. Bartlett
 - Second: A. Adams
 - Nominees:
 - J. Fowler
 - Yes - 11
 - No - 0
 - Abstain - 0

- Rescue Lieutenant
 - Motion to close nominations: T. Bartlett
 - Second: C. L. Hermacinski
 - Nominees:
 - N. Kerley -
 - Yes - 9
 - No - 2
 - Abstain- 0

- Assistant. Rescue Lieutenant
 - Motion to close nominations: T. Bartlett
 - Second: J. Carpentier
 - Nominees:
 - C.L. Hermacinski
 - Yes- 11
 - No- 0
 - Abstain- 0

- Treasurer
 - Motion to close nominations: T. Bartlett
 - Second: C. L. Hermacinski
 - Nominees:
 - J. Carpentier
 - Yes- 11
 - No- 0
 - Abstain- 0

- Secretary
 - Motion to close nominations: T. Bartlett
 - Second: C.L. Hermacinski
 - Nominees:
 - C. Cadwell
 - Yes- 11
 - No- 0
 - Abstain- 0

- Fire Inspector
 - Motion to close nominations: T. Bartlett
 - Second: J. Carpentier
 - Nominees:
 - J. Hessling
 - Yes - 11
 - No - 0
 - Abstain- 0

Elections complete and regular business meeting reconvened at 0926 hours.

MINUTES OF PREVIOUS MEETING(S)

- December Executive Board meeting minutes have been approved.
- Corrections:
 - None
- Additions:
 - None
- Motion to approve minutes of the December business meeting: T. Bartlett
 - Seconded: C. L. Hermacinski
 - Motion carried.

Chief: C.A. Hermacinski

- FF of the month:
Christmas Food and Toy Baskets: B. Ingles and C.L. Hermacinski
Christmas Eve: C.A. Hermacinski, C.L. Hermacinski, T. Bartlett, E. Bartlett, N. Kerley, J. Fowler, J. Carpentier, A. Adams
Department Christmas Party: T. Bartlett
- Would like to reiterate that there is no time of day or any time at all when you cannot reach out to me, the chief. We are all a family and support each other 24-7-365. Never an exception.

Assistant Chief: T. Bartlett

- We have not received E. Bartlett and A. Adams name tags yet, but we have received the invoice.

Captain: C. Cadwell

- Feb 1 is Squad Training on documentation and communication.
- Mandatory department training will be on January 21 is on the rescue pump and CPR and is at the library.

Rescue Lt.: N. Kerley

- Feb 7 at 1900 is the next PAEMS online CEU night.
- Self-inspections have been started and are due in February.
- N. Kerley would like to open a discussion about purchasing a new or used Stryker Stair Chair to help with lift assists. C.L. Hermacinski is going to contact someone at Washington FD asking if they have any used ones for sale. We are tabling further discussion on it until the next business meeting.
- J. Carpentier and B. Ingles still need to make up training on medication review.

Assistant Rescue Lt.: C.L. Hermacinski

- QA's are done.

Treasurer: J. Fowler

- Reviewed December's treasurer's report:
 - Motion to approve December's treasurer's report: J. Hessling
 - Seconded: N. Kerley
 - Motion carried.

T. Bartlett: Can we make a note about the surplus from the food baskets to be used for next year?

Chief Hermacinski: We need to swap the totals of the savings and checking accounts. The minimum balance in checking should be \$5,000.

- Annual Report has been submitted and reviewed:
 - Motion to approve 2023 Annual Treasurer's Report: J. Hessling
 - Second: T. Bartlett
 - Motion Carried
- Soda machine: Ideas on what to do with it... discussion ongoing.

Secretary: J. Carpentier

- The Tazewell County meeting will be on 1/10/24 at 7:00 pm at Mackinaw Fire Department.

Fire Inspector: J. Hessling

- Pre-planning 2024 inspections.
- The new thrift shop is the only past due inspection from 2023.
- Construction has begun at the new building at the construction materials business. We need to coordinate a time with them to do a walk through and inspection.

REPORTS OF COMMITTEES

Cadet Program: C. Cadwell

- Training is on January 14
- Coordinate with C. Stanley about an assembly for MH 8th graders to recruit cadets.
- Discuss lowering the age for the program to 14.

Maintenance Chairman: J. Carpentier

- Please keep the maintenance bench clear and put tools away when you are done with them.

Squad 311: C.A. Hermacinski

- While 313 is in the shop, 311 will be loaded with medical supplies and be parked inside with the keys in it.

Engine 312: J. Hessling

- Truck report is not done.
- One Airpack is still out of service.
- Lanterns in the back are still going through troubleshooting.
- Information about the top light bar is still being gathered.

Engine 313: J. Fowler

- Truck report is done.
- Bodywork will begin Monday January 8th at Piercey in Carlock. Expected to take 2-3 weeks. Then it is being delivered to McQueen for deck gun replacement and coolant hose repair. Engine is expected to be out of service between 2-4 weeks.
- The radio charger up front is not working.
- Traffic wands need to be replaced. Chief Hermacinski will order some new ones.
- The SCBA mask for the engineer's pack is out of date and needs to be replaced.

Ranger 314: C. L. Hermacinski

- Truck report is done.

Membership: C.L. Hermacinski

- C. Stanley is currently in violation for not meeting the 50% requirement on training in a quarter.
- C. Stanley has been moved to trainee member effective January 1, 2024, due to not meeting the department's minimum training requirements.

By-Laws: T. Bartlett

- No report.

Ways and Means: B. Ingles

- Plan another Morton Pizza Ranch fundraiser for the spring. Also ask Jimbo's Jumbo and/or LaGondola in Pekin about a fundraiser with them.

Social Activities: B. Ingles

- Plan a walk that everyone can participate in for the Spring.
- February 17th Valentine's themed potluck party.
- MHFD banquet is February 3 starting at 1800 and dinner being served at 1900. Members, trainees, cadets, retirees and a plus one per MHFD invitee (Exception being cadets. They can bring parents instead of a plus one) are invited. Please RSVP to T. Bartlett by January 20.

Health and Wellness: B. Ingles

- Weight loss and fitness challenge starts January 7 and ends at the Valentine's potluck party on February 17th. The fee to join the challenge will be \$20. The department will match the pot for the winner. All are invited and encouraged to participate.
- Department walk being planned.

Safety: T. Bartlett

- Have the courage to be safe! Don't be afraid to say, "That is not safe!".
- Remember that we have ice melt in buckets on the engines.
- There is also a bucket of ice melt by the door. Please use it if the weather dictates and spread out the sidewalk past the library where we use to get from the parking lot to the fire deck when there is a call.

Old Business

- J. Fowler needs to order clipboards.

New Business

- Motion to approve up to \$300 for the weight loss challenge department match:
 - C. L. Hermacinski
 - Second: J. Fowler
 - Motion carries
- We have designs and quotes for decals on the 311 Squad vehicle from Elite and CJ Signs.
 - Motion to approve design from Elite for up to \$2,000 (with some design changes): T. Bartlett
Changes being: the flag moved to the front upper fender, remove crest on back gate, 311 placed behind rear wheel on fender.
 - Second: J. Fowler
 - Motion carries
- Motion to spend up to \$550 to purchase new Vulcan 180 hand lanterns.: J. Fowler
 - Amendment to motion: Use Foreign Fire Tax for purchase.
 - Second: T. Bartlett
 - Motion carries
- Suggestion to change our class b uniform shirt American flag patches to face the correct way. Chief will order new patches and B. Ingles will sew them on.
- Motion to spend up to \$3,000 for the Easter Egg Hunt in March: T. Bartlett
 - Second: J. Hessling
 - Motion Carries

Good of the Department.

- Thank you to B. Ingles, C.A. Hermacinski, C.L. Hermacinski, Laura Adams for breakfast and Joshua Paul for the cookies.
- J. Carpentier will bring breakfast next month.

Payment of Outstanding Bills

- None

Motion to Adjourn: T. Bartlett

Seconded: J. Hessling

Meeting adjourned at 1118 hours.

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REGULAR BUSINESS MEETING

DECEMBER 2023 TREASURER'S REPORT

PETTY CASH ACCOUNT BEGINNING BALANCE **\$ 100.12**

Receipts:	Expenditures:
1 -	1 CL Hermacinski (Card Pictures) \$ 22.60
2 -	2 -
Receipts Total \$ -	Expenditures Total \$ 22.60

PETTY CASH ACCOUNT NEW BALANCE **\$ 77.52**

GENERAL FUND BEGINNING BALANCE **\$ 13,182.31**

Receipts:	Expenditures:
1 Interest \$ 0.87	1 Stephens Publishing (Bears) \$ 535.00
2 Norman Wellsby \$ 23.00	2 C. Hermacinski (A. Adams Coat) \$ 109.99
3 -	3 C Hermacinski(Candy Canes/Coco) \$ 124.73
4	4 T. Bartlett (Christmas Party Food) \$ 702.61
5	5 Walmart (Food Baskets) \$ 3,625.39
6	6
Receipts Total \$ 23.87	Expenditures Total \$ 5,097.72

GENERAL FUND NEW BALANCE **\$ 8,108.46**

FOREIGN FIRE TAX BEGINNING BALANCE **\$ 22,697.61**

Receipts:	Expenditures:
1 -	1 -
2 -	2 -
Receipts Total \$ -	Expenditures Total \$ -

FOREIGN FIRE TAX NEW BALANCE **\$ 22,697.61**

CHECKING ACCOUNT BALANCE **\$ 30,806.07**

SAVINGS ACCOUNT BEGINNING BALANCE **\$ 12,109.32**

Receipts: Expenditures:

1 Interest	\$ 2.57	1	-
2 Food Basket Donation	\$ 4,245.00	2	-
3 Reimb Job Shirt	\$ 472.00	3	-

Receipts Total \$ 4,719.57

Expenditures Total \$ -

SAVINGS ACCOUNT NEW BALANCE **\$ 16,828.89**

TOTAL OF ALL FIRE DEPARTMENT FUNDS AND MONIES **\$ 47,712.48**

Submitted by Treasurer Joshua Fowler

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2023 ANNUAL TREASURER'S REPORT

Petty Cash Beginning Balance	\$ 75.32
Receipts Total	+ \$ 97.00
Expenditures Total	- \$ 94.80
Petty Cash Ending Balance	<u>\$ 77.52</u>
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General Fund Beginning Balance	\$ 23,316.95
Receipts Total	+ \$ 15,474.77
Expenditures Total	- \$ 30,683.26
General Fund Ending Balance	<u>\$ 8,108.46</u>
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Foreign Fire Tax Beginning Balance	\$ 13,275.56
Receipts Total	+ \$ 9,422.05
Expenditures Total	- \$ -
Foreign Fire Tax Ending Balance	<u>\$ 22,697.61</u>
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Checking Account Beginning Balance	\$ 36,592.51
Receipts Total	+ \$ 24,896.82
Expenditures Total	- \$ 30,683.26
Checking Account Ending Balance	<u>\$ 30,806.07</u>
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Savings Account Beginning Balance	\$ 4,610.24
Receipts Total	+ \$ 12,218.65
Expenditures Total	- \$ -
Savings Account Ending Balance	<u>\$ 16,828.89</u>

Submitted by Treasurer _____