

# Board of Trustees

## Regular Meeting Minutes

of January 13, 2025

at Inverness Fire Station 35 Ela Road, Inverness, IL

### Minutes:

**Call to Order** The regular meeting was called to order at 9:01 a.m. by Trustee Del Mar.

**Roll Call** Present: President Del Mar, Secretary Chapman, Treasurer McKanna  
Others Present: Fire Chief Kurka, Admin Asst Diercks, Lt. Tony Christie, FF Chris Annoreno, FF Phil Hinz

**Pledge of Allegiance** Trustee Chapman led all present in the Pledge of Allegiance.

**Public Comment** - None

### Consent Agenda

- a. Approval of Previous Meeting Minutes
  - i. December 9, 2024 Regular Meeting
  - ii. December 9, 2024 Closed Session
- b. Approval of Financial Report for month ending - December 31, 2024
- c. Approval of Bill List and expenditures FY 2024 - \$76,012.83
- d. Approval of Bill List and expenditures FY 2025 - \$116,234.80
- e. Approval of additional bills - none

Motion by Trustee McKanna, Seconded by Trustee Chapman to approve consent agenda as presented. No discussion. Roll Call vote: 3 Yes (Del Mar, Chapman, McKanna), 0 No, 0 Absent/Abstain.

**Closed Session** Before entering the closed session, there was a conversation about the procedure of maintaining the recordings.

Motion by Trustee McKanna, Seconded by Trustee Chapman to go into closed session at 9:10 a.m. for the purposes of a) Reviewing Closed Session minutes, c) Collective Bargaining, and d) Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Employees of the public body. Roll Call vote: 3 Yes (Del Mar, Chapman, McKanna), 0 No, 0 Absent/Abstain.

**Return to Open Session** No action was taken during the closed session.

Motion by Trustee Del Mar, Seconded by Trustee McKanna to leave closed session and return to open session at 9:37 a.m. Roll Call vote: 3 Yes (Del Mar, Chapman, McKanna), 0 No, 0 Absent/Abstain.

## **Attorney's Report - None**

## **Fire Chief's Report**

- a. Chief Kurka updated the Board of Trustees on District Activities and Response Report
- b. Correspondence included an open-house invitation from Frank and Mary Ann Sesko and a thank-you card from Cheryl Kowal.

## **Unfinished Business**

### Job Descriptions

Motion by Trustee Del Mar, Seconded by Trustee Chapman, to approve the following job description changes: remove Deputy Chief job description, remove Assistant Chief of Safety and Training job description, add '*Other duties as assigned by the Fire Chief*' to the Lieutenant job description. No changes were made to the Captain job description as it is still referenced in the Collective Bargaining Agreement. Roll Call vote: 3 Yes (Del Mar, Chapman, McKanna), 0 No, 0 Absent/Abstain.

### Collective Bargaining Agreement

Motion by Trustee McKanna, Seconded by Trustee Chapman, to approve the Collective Bargaining Agreement with IAFF Local #3764 as presented. Roll Call vote: 3 Yes (Del Mar, Chapman, McKanna), 0 No, 0 Absent/Abstain.

Administrative Wages & Benefits The item was moved to after Trustee Reports

### Tattoo Policy

Motion by Trustee McKanna, Seconded by Trustee Chapman, to approve changes to Tattoo Policy. After a discussion of the current policy and proposed changes, it was decided that no action would be taken to change the current tattoo policy. Trustee McKanna withdrew his motion, and Trustee Chapman withdrew his second.

## **New Business**

### Resolution 2025-001 Membership in the Illinois Association of Fire Protection Districts

Motion by Trustee Del Mar, seconded by Trustee Chapman, to approve Resolution 2025-001 authorizing membership in the Illinois Association of Fire Protection Districts (IAFPD) and payment of the dues in the amount of \$200 for the first year. Roll Call vote: 3 Yes (Del Mar, Chapman, McKanna), 0 No, 0 Absent/Abstain.

### Resolution 2025-002 Declare Surplus and Authorize Sale of Equipment

Motion by Trustee Del Mar, seconded by Trustee McKanna, to approve Resolution 2025-002 Declaring the 1997 HME Tanker and 2009 KME Fire Engine as surplus equipment and authorize the sale of both. Roll Call vote: 3 Yes (Del Mar, Chapman, McKanna), 0 No, 0 Absent/Abstain.

FFIB Expenditure Request

Motion by Trustee Chapman, seconded by Trustee McKanna to approve the Foreign Fire Insurance Board request dated January 9, 2025 to spend a total of \$2,000 toward apparatus lettering as presented.

**Trustee Reports - None**

Administrative Wages & Benefits

Motion by Trustee Del Mar, seconded by Trustee McKanna to approve \$95,000 as the 2025 annual salary for the Administrative Assistant, effective January 1, 2025, and the other changes outlined in the benefit package including \$100,000 life insurance policy and decreasing the employee contribution to 17% for health, dental, and vision insurance. Roll call vote: 3 Yes (Del Mar, Chapman, McKanna), 0 No, 0 Absent/Abstain.

Motion by Trustee Del Mar, seconded by Trustee McKanna to approve the 2025 annual salary for Chief Richard Kurka at \$153,166.65, effective January 1, 2025. Discussion included that the Chief's contract was renewed in October and expires in 2027. Roll call vote: 3 Yes (Del Mar, Chapman, McKanna), 0 No, 0 Absent/Abstain.

**Next Meeting** – February 10, 2025 at 9:00 a.m.

**Adjournment** There being no further business, motion by Trustee Del Mar, seconded by Trustee McKanna, to adjourn the meeting at 10:10 a.m. No discussion. Voice vote: 3 Yes (Del Mar, Chapman, McKanna), 0 No, 0 Absent.

APPROVED February 10, 2025

Aaron Del Mar  
President  
Inverness Fire Protection District

ATTEST:

Gerald Chapman  
Secretary  
Inverness Fire Protection District