

EMERGENCY SERVICES

November 2, 2023

MEMBERS PRESENT

Chairman Dorchinecz
Alderman Bryant
Alderman Mitchelson
Alderman Wilson

ALSO PRESENT

Mayor Barry
Chief Adermann
Chief Wheeler
Alderman Olive
Alderman Brown

Treasurer Miles
Superintendent Ortman
Superintendent Mann
Crystal Nichols
Derek McConnell

Tim McArdle
Mick Rafferty
Tim Brown
Casey Neal
Will Moran

Chairman Dorchinecz called the meeting to order at 6:11 P.M.

EXPENDITURE PROCEDURES

Chairman Dorchinecz reviewed Resolution 1391 regarding spending limitations. There was discussion between Committee members and employees as to which expenditures require approval. It was explained that general maintenance needs for departments have been budgeted; it is the additional non-emergency spending that requires approval above certain dollar amounts. Treasurer Miles advised in reviewing the Council bill packet, she is seeing unapproved expenditures over the set limits and is concerned the spending going up at a time when the City is looking to increase salaries for the employees. Alderman Mitchelson stated there needs to be further discussion on the limitations and their enforcements. This item will be added to a future Finance Committee Meeting.

PETTY CASH PROCEDURES

Chairman Dorchinecz discussed Petty Cash procedures. He explained that Petty Cash should only be used for emergency situations when access to other payment methods is not available. He reiterated that petty cash should only be used for City related purchases and nothing else. He also stated the receipts and cash should balance at any given time and should be checked on a regular basis whether it be by the Finance Chairman or the Treasurer. The Petty Cash in the City Clerk’s office should be reviewed by the Treasurer any time there is a reimbursement as per Segregation of Duties. Alderman Mitchelson shared the new Expense/Reimbursement Form he will be distributing to the Superintendents. He discussed the meal reimbursement guidelines and the need to provide itemized receipts rather than credit card receipts. Chief Wheeler stated that two officers stated they will be submitting grievances for reimbursements that were not given due to lack of itemized receipts. It was further discussed that the union contracts do not state “itemized receipts”, but rather “proper receipts”. The Committed agreed the need for this verbiage to be updated in the individual Union Contracts. This will be discussed by the Contact Negotiating Committee.

PURCHASE OF TURN OUT GEAR

Fire Chief Adermann advised per his approved budget, the department will be purchasing four sets of turn out gear. He advised it will mostly be billed in more than one invoice.

Motion by Alderman Bryant and seconded by Alderman Wilson to recommend to the City Council to approve for the Fire Department to purchase four sets of Turn Out Gear from Mac’s Fire & Safety at a cost not to exceed \$13,000.00 to be paid out of the Equipment Line Item. Motion carried (4-0)

FIRE CHIEF’S REPORT

- Calls for October - 170
- Training for October – 310+ hours
 - Aerial Training
 - RIT
 - City Response Plan
 - Water Supply
 - Self-Rescue
 - Haz Mat
 - Chimney Fires

- Physical Fitness
- Academy Graduates
 - Colin Ayers is a local resident who started as an Explorer and then became a Volunteer before going into the Academy.
 - Austin Hoehn received the Eskridge Academic Excellent Award which is was given to only 4 of the 50 graduates. In the last four academy classes, this award has been given to 2 TFD graduates.
- Fire Prevention Month
 - School Fire Drills Completed
 - Preschool visits
 - Reached over 1,000 people during the month of October with Fire Prevention Activities
 - Halloween event at TFD with TPD, over 200 in attendance
- Assisted CCHD with a flu clinic at TFD and hosted a Red Cross Blood Drive
- Solar
 - Station ICC expected to approve the project on Friday, November 3, 2023.
 - Residential – 6 inspections with another 9 permits pending
 - Commercial – Solar Farm contacted TFD because of the location within our district. They have complied with current adopted code standards.
 - Chief Adermann discussed the potential of lithium battery storage in future solar farms and the dangers this may pose in adjacent areas.
- New Tanker Truck
 - A team will travel to Florida to inspect and accept the truck once completed
 - The tanker will then be shipped to the station

POLICE CHIEF'S REPORT

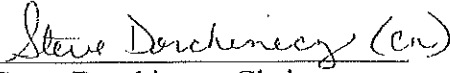
- Total calls for October – 1225
- TPD will have a Winter Coat Drive
- TPD will partner with the Taylorville Food Pantry for this year's Thanksgiving turkey giveaway
- Participated in four speaking engagements
- Taylorville School District will be reimbursing 75% of the salaries for the School Resource Officers
- 7 Methamphetamine Arrests
- CAT Team doing well; investigations pending
- Detectives Adams and Detective Wood working several sexual assault cases
- Community Policing
 - Office Grove continues to do a great job with the Explorers
 - The Halloween Event went well
- Lindsey Coy has passed the interview and testing process and will start the Academy in January

ANY OTHER MATTERS

Treasurer Miles referred back to the Expenditure Procedures asking if training costs need to be included in the approval process. Alderman Mitchelson stated this will be included in the future discussion of the Resolution.

Motion by Alderman Bryant and seconded by Alderman Mitchelson to adjourn. Motion carried 4-0.

Meeting adjournment at 6:54 P.M.


 Steve Dorchinecz, Chairman
 Emergency Services Committee