

Tri-City Ambulance Board of Directors
Minutes of the Special Meeting
Monday, September 12, 2022
Geneva Fire Department Headquarters
200 Eastside Drive
8:30 AM

Present: Mayor Schielke, Batavia; Ald. Bob Swanson, Geneva; Ald. Dean Kilburg, Geneva; Ald. Ronald Silkaitis, St. Charles; Mr. Gene Olmstead, Batavia FPD; Ald. David Pietryla, St. Charles (8:46 am)

Absent: Ald. Alan Wolf,

Also Present: Fire Chief Scott Swanson, St. Charles; Fire Chief Craig Hanson, Batavia; Fire Chief Michael Antenore, Geneva; Trent Moser, PSI; Andrew Shad, Geneva Fire Dept. Union President; Carole Murphy, Recording Secretary

1. Call to Order

Chairman Schielke called the special meeting of the Tri-City Ambulance Board of Directors to order at 8:40 AM.

2. Roll Call

Roll was called with six members present.

3. Public Forum

No comment

4. Review/Approve Minutes

a. June 10, 2022 Regular Meeting Minutes

A motion was made by Ald. Silkaitis and seconded by Ald. Kilburg to approve the minutes of the June 10, 2022 TCA regular meeting as presented.

The motion was passed by a unanimous voice vote of those members present.

5. Administrators Report

a. Update of Contract Paramedic Staffing

Chief Swanson reviewed staffing stating all positions are fully staffed. The last opening in St. Charles was just filled.

b. Update Regarding Demand Staffed Ambulance, M252 Status

Chief Swanson explained the demand staffed ambulance went back into service over 30 days ago. It is staffed and operating Monday through Friday. It has also filled in when other ambulances were out.

c. Review/Approve Expenditure Report Dated June 1, 2022 – August 31, 2022

Chief Swanson presented and reviewed the current expenditure report stating there were no unusual expenditures or budgeted for.

Ald. Swanson asked if there was an increase to fuel costs. Chief Swanson said we are ahead of budget for fuel costs. Funds may need to be transfer to cover additional costs for the last two or three months of the year.

Chief Swanson will send out the call list explaining there was difficulty accessing that report.

*Ald. Pietryla entered the meeting at 8:46 am.

A motion was made by Ald. Kilburg and seconded by Ald. Silkaitis to approve and authorize payments for the expenditure list for the period of June 1, 2022 – August 31, 2022 as presented.

The motion was passed by a unanimous voice vote of those members present.

6. Old Business

N/A

7. New Business

a. Discussion of Tri-City Ambulance Budget for Fiscal Year 23/24

Chief Swanson asked the Board for guidance. Batavia works on a calendar year where Geneva and St. Charles work on a fiscal year that starts May 1st.

Everything looks to be in line with what has been budgeted with the exception of fuel costs. Chief Swanson is also requesting permission to move forward with the authorization of a new ambulance in the next budget which will come to the Board in the December meeting. The chassis that was previously authorized by the Board last December has still not been received. A new ambulance is now approximately 2 years out due to not receiving the chassis.

The salary for the new administrator was discussed stating that will be in line with previous costs which is now \$85,000.00 - \$120,000.00.

Mayor Schielke asked if this position has been advertised.

Chief Swanson stated it's been posted in the same publications that is used for Police and Fire hiring.

Discussion continued as to where to publish this position.

Mr. Olmstead asked if we are locked into a special model chassis for the ambulances.

Chief Swanson said we have been using the Ford F450 series, but will check with Fire Service, Inc. to be sure they can service other chassis.

Chief Antenore reiterated there is a shortage of commercial chassis overall.

b. Discussion of PSI Contract Status

Chief Swanson reviewed there was a 1-year extension granted to PSI that will end April 30, 2023. He explained this does not need to go to bid and can negotiate any vendor. Chief asked what direction the Board would like to take.

Chief Swanson said things have substantially improved since last winter, but cannot predict what the forthcoming economy will be. Chief stated we cannot discuss the contract until know what direction the Board would like to take. The Board would like to see numbers for 1-year verses 2 and 3 years.

Mayor Schielke asked for numbers be prepared for the next meeting in December. The Board agreed to proceed with gathering costs from vendors while keeping the long relationship with PSI in consideration.

8. Other Business

N/A

9. Executive Session – N/A

- Personnel – 5 ILCS 120/2(c)(1)
- Pending Litigation – 5 ILCS 120/2(c)(11)
- Probable or Imminent Litigation – 5 ILCS 120/2(c)(11)
- Property Acquisition – 5 ILCS 120/2(c)(5)
- Collective Bargaining – 5 ILCS 120/2(c)(2)
- Review of Executive Session Minutes – 5 ILCS 120/2(c)(21)

10. Adjournment

With no further business, Mayor Schielke called for a motion to adjourn the meeting. A motion was made by Ald. Pietryla and seconded by Ald. Swanson to adjourn the Regular Meeting of the Tri City Ambulance Board.

The motion was passed by unanimous voice vote of those members present.

The meeting adjourned at 9:10 A.M.

Respectfully submitted,
Carole Murphy, Recording Secretary