

**MEETING MINUTES OF THE BOARD
OF FIRE COMMISSIONERS OF THE
WINFIELD FIRE PROTECTION DISTRICT**

October 20, 2010

Meeting called to order by Chairman Levan at 5:37 p.m. at Station #1, 27W530 Highlake Road, Winfield, Illinois.

Roll Call: Chairman Chris Levan, Commissioner Robb Hannen, Commissioner George Kallas and Administrative Assistant Robin Youngberg.

Also present: Deputy Chief Bryan Lewis.

Minutes of the meeting dated April 12, 2010 were distributed. Motion by Commissioner Kallas, seconded by Commissioner Hannen to accept the minutes as presented. Pursuant to a voice vote, all in favor, motion carried.

Public Comment: None.

Financial & Correspondence Matters: An invoice dated 7/14/10 for \$1,600.00 from Ergometrics was discussed. Although the invoice was paid in July renewing the Commissioner's license, the "ship to" address still reflected the home address of a previous Commissioner. Deputy Chief Lewis asked Ms. Youngberg to contact Ergometrics to determine if anything was shipped to that former Commissioner's address with the payment of this invoice or if it was just for license renewal, because the Commission is still having trouble obtaining public records from that Commissioner since his departure from the Commission. After discussion, Commissioner Hannen made a motion to have Attorney Clifford draft and send a letter to that former Commissioner and formally demand the return of any Commission documents or property, seconded by Chairman Levan. Pursuant to a voice vote, all in favor, motion carried. Chairman Levan also asked Ms. Youngberg to find out from Ergometrics what the license fee would be should there ever be a lapse in the renewal.

Unfinished Business: None.

New Business: The next order of business was to fill the recently-vacated office of secretary. Commissioner Hannen made a motion to nominate Commissioner Kallas, seconded by Chairman Levan. Pursuant to a voice vote, all in favor, motion carried.

Deputy Chief Lewis informed the Commission that FF Brunke and FF Smith will be completing their one-year probation in November. A letter will go to each of employee, with copies for their personnel files and the Board of Fire Commissioners.

Executive Session: None.

Next Meeting: Tuesday, January 11, 2011 at 5:30 p.m.

With there being no further business, Commissioner Kallas moved to adjourn the meeting at 6:01 p.m., seconded by Commissioner Hannen. Pursuant to a voice vote, all in favor, motion carried.

Respectfully submitted,

Robin K. Youngberg

Robin K. Youngberg, Administrative Assistant