

**GALENA AREA EMERGENCY MEDICAL SERVICE DISTRICT**  
**Board of Directors' Meeting**  
**217 Summit Street, Galena IL 61036**



**May 26, 2022**

**MINUTES**

**CALL TO ORDER** President Ben Petitgout called to order the meeting of the Galena Area Emergency Medical Service District Board of Directors at 7:00 p.m.

**ROLL CALL**

**Board members present:** Claire Bersbach, Secretary; Renee McCartney; Ben Petitgout, President; Jim Rigdon, Treasurer; Jan Splinter; and Linda Winter.

**Absent:** Randy Beadle, Vice President; and Pam McIntyre. A quorum was established.

**EMS personnel present:** William L. Bingham, EMS Coordinator, and Aishah Abdul-Aziz, Administrative Assistant.

**EMS Association representative present:** None.

**EMS Association members present:** None.

**Others present:** None.

**PLEDGE OF ALLEGIANCE** was led by President Petitgout.

**AGENDA ITEM I. ELECTION OF OFFICERS**

President Petitgout opened the floor for nominations for the office of **President of the GAEMSD Board of Directors**. Jim Rigdon nominated Ben Petitgout. Petitgout asked if there were any other nominations. There were none. With no other candidate nominated, by acclamation **Ben Petitgout was elected to the office of President** of the GAEMSD Board of Directors.

Petitgout opened the floor for nominations for the office of **Vice President of the GAEMSD Board of Directors**. Ben Petitgout nominated Randy Beadle. Petitgout asked if there were any other nominations. There were none. With no other candidate nominated, by acclamation **Randy Beadle was elected to the office of Vice President** of the GAEMSD Board of Directors.

Petitgout opened the floor for nominations for the office of **Treasurer of the GAEMSD Board of Directors**. Claire Bersbach nominated Jim Rigdon. Petitgout asked if there were any other nominations. There were none. With no other candidate nominated, by acclamation **Jim Rigdon was elected to the office of Treasurer** of the GAEMSD Board of Directors.

Petitgout opened the floor for nominations for the office of **Secretary of the GAEMSD Board of Directors**. Jan Splinter nominated Claire Bersbach. Petitgout asked if there were any other nominations. There were none. With no other candidate nominated, by acclamation **Claire Bersbach was elected to the office of Secretary** of the GAEMSD Board of Directors.

**Elected Officers of the Galena Area Emergency Medical Service District Board of Directors** President, Ben Petitgout; Vice President, Randy Beadle; Treasurer, Jim Rigdon; and Secretary, Claire Bersbach, were immediately seated and re-elected President Petitgout conducted the balance of the meeting.

**AGENDA ITEM II. CONSENT AGENDA**

Linda Winter moved to approve the Consent Agenda, consisting of **approve minutes** from the **April 27, 2022**, regular GAEMSD Board of Directors' meeting; payment of estimated **May Invoices** of \$11,984.50 which includes **estimated VISA** of \$900.39, and known **May Auto-Pay** of \$893.85; seconded by Jim Rigdon.

**President's Report – Ben Petitgout**

- Delivered a letter to the City of Galena and to Jo Daviess County with questions concerning an ad placed in the May 4 edition of the Galena Gazette by Galena Country Tourism which stated *“\$9.4M in local tax revenue which goes back to local governments to spend on community roads, police, EMS, schools, etc.”* (It was explained that this allows the various tourism related businesses to pay their property taxes which we, in turn, receive from the county through the Tax Distribution.)
- Attended Jo Daviess County Executive Committee meeting on May 3 to participate in discussions on New Business item: Discussion and possible action on advisory referendum wording. (This was tabled until May 9.)
- Attended Jo Daviess County Emergency Telephone System Board meeting on May 4 to obtain information on new software they are beta testing (RapidSOS) which would enhance the mapping portion of the Public Safety Software that we currently use.
- Attended Jo Daviess County Executive Committee meeting on May 9 to participate in discussions on Unfinished Business item: Discussion and possible action on advisory referendum wording.
- Attended Jo Daviess County Legislative Committee meeting on May 12 to participate in discussions on Unfinished Business item: Discussion and possible action on what further action needs to be taken on the 1% advisory referendum.
  - This will be discussed at the 05-26-2022 GAEMSD Board of Directors' meeting under New Business.
  - Ref: Stockton Fire Protection District's proposed Referendum for the June 28 Election, increase tax from 46¢ to 70¢ per \$100.00 assessed valuation.
- Contacted the three vendors to coordinate a date for the meeting room upgrades. Work is estimated to begin the week of June 27.
- Discussed CD rates and investment amounts with Illinois Bank & Trust.
- Attended May 24 EMT Training Class Graduation ceremony.

**Treasurer's Report – Jim Rigdon**

1. GAEMSD District Account Balances as of 05-20-2022:
 

\$ 842,385.92	District Total All Accounts at Illinois Bank & Trust
\$ 18,237.87	EMS Association Accounts Total
2. Financial Statements for the period ended 04-30-2022:
 

\$ 1,174,202.29	Assets
	Includes \$262,455.07 Accounts Receivable amounts
\$ 34,421.35	Liabilities
\$ 34,827.80	Revenue
	Includes \$39,034.52 Contractual Allowances & Bad Debt

**AGENDA ITEM II. CONSENT AGENDA** – continued:**Treasurer's Report** – Jim Rigdon – continued:

\$	59,493.42	Expenses
\$	261,638.28	Year-to-Date Operating Income / <del>(Loss)</del>

- Attended May 24 EMT Training Class graduation ceremony.

**Secretary's Report** – Claire Bersbach

- Sent advertisement to Galena Gazette for National EMS Week.
- Met with Board President to plan for regular monthly Board of Directors' meeting and to finalize content of Annual Meeting Booklet.
- e-mailed, printed, and assembled materials for Board Packs.
- Printed and assembled Annual Meeting booklets for the Annual Meeting.
- Printed and assembled Annual Meeting booklets to be mailed to Township Supervisors (9), municipality Mayors (2), City of Galena Administrator (1), Jo Daviess County Administrator (1), and to GAEMSD attorney Roth (1). Typed President Petitgout's cover letter; addressed envelopes.
- Attended May 24 EMT Training Class graduation ceremony.

**END OF CONSENT AGENDA****AGENDA ITEM III. CITIZEN'S COMMENTS** – None.**AGENDA ITEM IV. REPORTS****1. EMS Coordinator's Report** – William Bingham

Completed **EMT Training Program** May 24 followed by a small celebration and finalizing details with the next few steps. Several family members showed up, food was served, and pictures were taken. The Galena Gazette has the information for this article.

From that class, we **anticipate adding five or six members to our Roster** within the next few months – there is a little more work yet to do.

As we proceed forward, we will maintain the same May 1 – April 30 calendar that makes us consistent with our Board of Directors.

As in past years we will provide our building and assistance (following Red Cross lifeguard criteria) for the **Galena City Pool lifeguards** on May 31.

We will have a Special Detail June 11 at Grant Park from noon to 5:00 p.m. We will also provide a Standby Detail for The Galena Territory's Annual Shenandoah Rodeo July 1 and 2.

Fleet Manager Dennis Harris has advised that the **VIN for the chassis for the new ambulance has been assigned**. In the meantime, both ambulances have been performing well.

Four of our members will be heading to SwedishAmerican/UW Health on June 14 for **BLS-CPR training** to reinforce our ability to consistently maintain CPR Training in house.

We are very close to **finalizing our Paramedic equipment** and status of serving in a Paramedic capacity. As soon as we have all the equipment and tools to do the job, we will once again be serving our community with Paramedics as needed and as available. Both ambulances are stocked with identical materials.

EMS Coordinator Bingham concluded by noting we have had **79 calls so far this month**.

**2. Administrative Assistant** – Aishah Abdul-Aziz

Aishah reported the \$150.00 check from the Kiwanis for Standby has been deposited. A check of \$250.00 from the Knights of Columbus payable to Galena EMT was as appreciation for checking their AED equipment. This check will be deposited to EMS Association account.

**AGENDA ITEM IV. REPORTS** – continued:**2. Administrative Assistant** – Aishah Abdul-Aziz – continued:

Aishah has applied for two Grants: \$16,302.57 for a LUCAS (Lund University Cardio-pulmonary Assist System) for Scales Mound. Without this device, Responders in the Scales Mound area have to perform CPR for 15 to 20 minutes (or more) while waiting for the arrival of Galena Area EMS to the scene. This Grant does not require a match.

The other Grant is to **Country Fair for \$7,670.51** to obtain an updated AED trainer and CPR pediatric mannequin, and a bracket for each ambulance to be mounted to the stretchers so Lifepack Cardiac Monitors can be hooked to the bracket, if needed, to be carried inside the house of a patient.

**3. EMS Association Representative** – Shelley Finley

By e-mail, Shelley said EMS members wished to thank the Board for approval of the pay increase. Shelley also attended the May 24 EMT Training Class graduation.

**4. Committee Report(s)****Ambulance Replacement Ad Hoc Committee** – Jeremy Werner, Chair

Per message from Jeremy Werner, the Vehicle Identification Number (VIN) has been delivered to our vendor. The **assembly plant has begun to build the cab and chassis**. It is hoped that they will be delivered to our vendor in late June enabling them to begin building out the ambulance. We will also need to get with Mobile Electronics for the Radio purchase.

**AGENDA ITEM V. UNFINISHED BUSINESS**

1. Ben Petitgout moved to **Invest in FDIC Insured Investments with Illinois Bank & Trust**; seconded by Claire Bersbach. Board members were provided with a chart showing options for investing varying dollar amounts for either 24 months or 12 months. There will also be Investment Fees associated with the investments.

Petitgout reviewed the District's current financial status and anticipated revenue from Property Tax Distributions.

Following discussion regarding the yields and the various dollar amounts for the proposed investment, Bersbach moved to **amend the motion** to invest in two separate FDIC Insured Investments with Illinois Bank & Trust in the amount of \$150,000 each for 24 months; seconded by Jan Splinter.

Further discussion about the amount to invest and the **total yield** resulted in a motion by Jim Rigdon to **amend the amendment** to invest in two separate FDIC Insured Investments with Illinois Bank & Trust in the amounts of \$150,000 and \$200,000 for 24 months which would yield a better return; seconded by Claire Bersbach.

Board members voted on the amendment to the original amendment. Motion carried.

Board members then voted on the motion as amended. Motion carried.

President Petitgout will advised Illinois Bank & Trust of the Board's decision.

**AGENDA ITEM VI. NEW BUSINESS**

1. Ben Petitgout moved to **Support Jo Daviess County's Advisory Referendum on Guest Accommodation Tax**; seconded by Claire Bersbach. Board members were provided with information regarding the Advisory Referendum, as follows:

Should the Jo Daviess County Board seek the passage of legislation in the Illinois General Assembly that would allow the County Board to levy a 1% Service Tax on Guest Accommodations with the funds raised used to support

**AGENDA ITEM VI. NEW BUSINESS** – continued:

the cost of Medical Services in Jo Daviess County. The funds generated by the 1% Service Tax would be distributed to all property tax funded agencies in Jo Daviess County that provide Emergency Ambulance Services based on the number of calls responded to for medical assistance.

Petitgout has attended a number of County meetings (see President's Report) and provided information about our ambulance service, the Budget we recently adopted, and was asked by the Legislative Committee to review wording on the 1% Service Tax. The tax is projected to generate approximately \$200,000.00 in revenue.

The 1% Service Tax is an effort to **increase the amount of revenue available to EMS Districts without putting a further burden our property tax payers**. Board members were provided with information about a Referendum proposed for the June 28 election by the Stockton Fire Protection District. If passed, it would increase the limiting rate by an additional amount equal to .29367% above the limiting rate for levy year 2020 and be equal to .74000% of the equalized assessed value of the taxable property therein for levy year 2022 (from 46¢ to 70¢). **Property tax** (increase) on a "single family residence and having a fair market value at the time of the referendum of \$100,000.00 is **estimated to be \$97.89.**" Currently their ambulance service receives \$80,000.00 per year and the Fire Department receives \$185,000.00 per year. Two thirds of the increase will be allocated for the ambulance service.

**Increasing call volume and rising costs** are a strain on the budgets of Emergency Medical Service providers throughout our county. **Additional funding is needed** to provide efficient and effective Emergency Medical Service to our citizens and to the thousands of our visitors. **How many tourists would plan a visit to Jo Daviess County if there was no ambulance service?**

Petitgout referenced the full page ad by Galena Country Tourism which stated "**9.4 million in local tax revenue which goes back to local governments to spend on community roads, police, EMS, schools, etc.**" It was explained to him that this allows the various tourism related businesses to pay their property taxes which we, in turn, receive from the county through the Tax Distribution. Bersbach remarked **suggesting that 9.4 million in local tax revenue goes back to local governments is disingenuous** considering, if not one tourist set foot in any "tourism related business," those business **would still have to pay property taxes**.

Petitgout said if our Board voted to support Jo Daviess County's Advisory Referendum, he would present a letter to that effect to County Board Administrator, Scott Toot. County's Legislative Committee would then work with Springfield in an effort to pass legislation. Motion carried.

**AGENDA ITEM VII. CITIZEN'S COMMENTS** – None.**AGENDA ITEM VIII. BOARD MEMBER CONCERNS AND COMMENTS**

Renee McCartney had questions about checking AEDs and was advised they should be maintained and checked by the manufacturer. AEDs need to be calibrated annually. McCartney will check with Jeremy Werner.

Jim Rigdon commented on attending the May 24 EMT Training Class graduation, saying it was fantastic. Note: Board member Linda Winter also attended the graduation.

President Petitgout commented we have had another great year, it has been busy, the Board is doing a good job.

**AGENDA ITEM IX. ADJOURNMENT**

Jan Splinter moved to adjourn the meeting; seconded by Renee McCartney. Motion carried. President Petitgout adjourned the meeting at 7:46 p.m. until the **regular Board of Directors' meeting Thursday, June 23, 2022, at 6:30 p.m.** at the Galena Area EMS District Board Room, 217 Summit Street, in Galena, Illinois.