



CITY OF WASHINGTON Council Report

June 13, 2025

MAYOR – Liliya Stevens

- Attended ribbon cutting at CrossFit 1825's new location on Wilmor Rd.
- Volunteered at the Washington Rotary Club Good Neighbor Days annual pancake breakfast.
- Participated in staff meetings reviewing the June 2nd Council meeting and the June 9th Committee of the Whole meeting.
- Participated in preparing for the June 9th Committee of the Whole meeting and the June 16th City Council meeting.
- Attended the Tri-County Regional Planning Commission meeting.
- Met with two local business owners.
- Meetings with Department Heads.
- Attended Rove & Ramble on the Square.
- Attended the new Washington Motor Museum Open House on June 5th.
- Attended the June 10th Washington Fire Department Board monthly meeting.
- In-person visit to the County Clerk's office to clarify requirements regarding which persons are required to fill out the Statement of Economic Interests form.
- Working to update Board, Committee and Commission appointment dates and length of term.
- In the process of gathering contact information for current members of Boards, Committees, and Commissions.
- Working with staff for an effective way to reach community members to participate in our Let's Talk Washington monthly event.
- The purpose of Let's Talk Washington (our next event is on Wednesday, June 18th at 3pm at the Washington Library Sunnyland Branch) is to informally get together each month (each month at different locations/different times) to discuss concerns/answer questions/share ideas.

CITY ADMINISTRATOR – Dennis Carr

- The job description for the Communications Specialist has been posted. The posting is initially calling for resumes to be submitted by July 1.
- Working with Midwest Municipal Consulting to finalize a work session date that does not conflict with the Bicentennial events. Final work session scheduled for September 20th.
- The RFQ for the Citywide Space Study has been put on the website and an ad was sent to the PJStar. We are calling for proposals by July 11th.
- The Ambulance that was expected this month has a new projected delivery date. The hope now is late August to early September.

ENGINEERING – Dennis Carr, Ross Fuller & Mike Genard

- Reconstruction for phase II of Catherine St. has begun. All of the brick pavers have been removed along with curbs and driveways. Rock has been placed throughout the approaches in order to maintain driveway access for the residents. The underground work is scheduled to begin on Monday June 16.
 - Lonewolf completed the 10 wide sidewalk extension at the end of Jackson St. Public Works crews will be adding more topsoil and seed around the sidewalk and throughout the areas near the new culvert that have settled.
 - IDOT has approved our MFT bid packet for 2025. All roads that will be receiving a spray patch application have been marked out. We have been in contact with Ace-In-The -Hole and have asked them to give us a couple days' notice before they begin. We will place the message board on North Cummings to inform residents of the work being done.
 - The RR Bridge painting has been delayed due to timing issues with IDOT.
 - There was an adjustment needed for the Chlorination Project SCADA that required a change order. The change order was minimal and will be attached to the next pay request.
 - IDOT is working through the contract process for the North and Grant Safe Routes Project. I expect a preconstruction meeting to be set up in the next couple weeks for this project. Once we have a pre-con set up, we will be sending out notifications to the residents informing them that the project would be starting up soon.
 - The speed humps for Gilman have been ordered. We have not been given a timeframe for delivery yet.
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FINANCE – Joanie Baxter

- Completed the process of installing the FY25-26 budget to Tyler, including entering details from ClearGov.
- Prepared all FY25-26 purchase orders that were awaiting the final encumbrance procedure following May Bills and Payroll.
- Completed the Entrance Interview for the FY24-25 Audit.
- Submitted Reimbursement Request #2 for the Department of Justice Evidence Building grant.
- Received the executed grant agreement for one of the two Department of Commerce and Economic Opportunity (DCEO) grants for the Evidence Building. This one is in the amount of \$125,000 and is to reimburse for related personnel expenses.
- Participated in several DebtBook post-implementation meetings in regard to the software used for tracking IT subscriptions and leases as required by GASB 87 and 96 for the audit. Gathered pertinent documentation.
- Participated in several meetings and phone calls related to the Municipal Aggregation program and opt-out process.
- Continued analysis as related to the fire claim for the Jefferson Street building.
- Jill processed and I reviewed payroll for May 23 and June 6, 2025.
- Utility Billing (May 17 – June 13, 2025)
 - A total of 5,526 bills were processed for June, including 871 emailed bills (15.8%)
 - A total of 478 penalties were assessed for delinquent May bills
 - A total of 290 cutoff notices were sent for April billing
 - A total of 44 disconnects were processed for June, including 20 owing a balance, 22 with credit balances, and two with a zero balance
 - A total of 17 cutoffs were processed for April billing and 26 door knockers were distributed and 15 payment arrangements made
 - A total of three delinquent notices were sent for May disconnects
 - New accounts and account closings processed:
 - 44 ins
 - 47 outs
 - Leak detection through RNI and Sensus Analytics software – 72 leaks were caught and residents/businesses notified

- There were 26 new residents in May
- There are now 2,096 accounts that utilize direct debit for payment (37.9%)

HUMAN RESOURCES – Maureen Chambers

No Report

PLANNING & DEVELOPMENT – Jon Oliphant & Joe Boyer

- The June Planning and Zoning Commission meeting had one case: A request of Andrew Judd for a 13' front yard setback variance at 1014 Dallas Road. Construction began several weeks ago on an attached garage addition when staff noticed the work prior to the issuance of a building permit. A permit had previously been issued for work on the rear of the property. Staff notified the owner that a permit would be needed as well as approval of a variance before work could continue. The PZC voted 2-2 on this case, which serves as a denial.
- The July PZC meeting will have two cases: 1) A variance request of Our Savior Lutheran Church to allow an electronic message board in a residential zoning district at 1207 Kingsbury Road. This is a similar case as to a request made in 2023 by St. Mark's Lutheran Church; and 2) A 2' fence height variance request of Steve Graffis at 704 Birkett Court to allow an 8' tall rear yard fence.
- A first reading ordinance for a TIF redevelopment agreement for the replacement of the back half of the roof on the Denhart building on the north side of the Square won't be on the Council's agenda until at least the July 7 meeting, as the condo association has not completed its review of the agreement. The City would pay 20% of the actual cost up to a not-to-exceed amount of \$15,185.42. The first payment of 75% of the actual cost up to the not-to-exceed amount would be due within 60 days after project completion and the remaining 25% would be due a year after that.
- Initial site infrastructure work is tentatively anticipated to begin about July 1 for the Protea Place development at Cummings and BR 24. Fifty-six multi-family residential units are planned for construction and the site allows for future commercial lots fronting BR 24. The first two buildings are tentatively planned to begin around September 1 and October 1, weather permitting.
- Staff has had initial discussions with a project manager for the future construction of a five-unit office building at the northeast corner of N. Cummings and Kingsbury. Construction is tentatively planned in 2026.
- Matt Moehle has purchased the vacant lot at the southwest corner of the Square. While there are no immediate plans for construction, he is looking to initiate an incremental strategy prior to potential construction. He is looking to use the lot for a pergola market area in the front, a performance/play area in the middle, and a food truck area with picnic tables in the back with planters along the sidewalk edge. The lot could also be used for special events such as Rove & Ramble. The tentative plan would be to utilize this as soon as next month.
- Staff attended the kickoff meeting for the Tri-County Business Partnership for Resilience & Emergency Planning (B-PREP). The purpose of the group is to unite businesses and emergency management agencies for improved disaster resilience. Future meetings will be held quarterly.
- Staff attended one of the days of the Illinois Economic Development Association state conference in Peoria. Session topics included using technology, housing solutions, data centers, a panel discussion on energy, and educational ecosystems as workforce drivers.
- There continues to be increased demand for new residential construction. Through early June, 31 new residential permits have been issued. This is the most for any single year in Washington since 2016, when 33 permits were issued.

PUBLIC SAFETY – Chief Stevens

Vacation

PUBLIC WORKS – Brian Rittenhouse

- Water tower painting has been completed, and the tower is back in service. Dixon will conduct a one-year warranty inspection next year.
 - With the completion of the water tower painting, staff will start working on a timeline for switching Water Treatment Plant #1's disinfection from chloramine to free chlorine. Staff will notify the residents in advance of the switch over, while also posting the information. This would only affect WTP #1 users.
 - The Street Department continues with paving projects. They have paved the North/South alley between South High and Elm between Walnut and Holland, Danforth, a dead end on West Jefferson, Rockaway and a large section of Inglewood. Staff will complete Brief Street next week.
 - Staff will work on getting the Public Works storage property appraised and share that information with Council once received.
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**Washington Fire Department
Monthly Board Meeting Agenda
June 10, 2025**

Call to Order.

Move to Executive Session – Personnel Issues

Approval of Minutes: Board Meeting minutes from **5-13-2025**

Treasurer's Report:

Write offs totaling: \$1,572.47
May Wire Transfer \$38,212.66

Audience Comments.

Send minutes to Dennis Carr

Correspondence.

Other Business.

Corporate.

- Audit Started
- Lowe's grant

EMS Reports.

Fire Reports

Old Business: FY 2024 surplus funds reallocated to Vehicle Fund. (reflected in current balance sheet)

Check Signers: Assign for July

Calendar Review:

Adjournment:



Washington Fire Department
Monthly Board Meeting Minutes
5-13-2025

Board Members: Brian Barron, Jeff Labuz, Steve Anglin, Chris Kamienski, Cliff Otto (absent)
(meeting held outdoors)

Members present: Tyler Gee, Jeramy Doerr, Leigh Joseph

Others present: Lilija Stevens, Lance Aarestad, Zach Price, Christian Deets, Tate Wyss, Dan Grothe, Mike Ingold.

Call to Order. Brian called the meeting to order at 6:00. Pledge of Allegiance recited.

Approval of Minutes: Minutes from 4-8-2025. Motion to approve minutes by Steve. Jeff seconded. 4 Ayes. Motion passed

Treasurer's Report: Chris commented there are no write-offs for this month and WFD received the wire transfer from PBS for \$44,342.61. Also, Steve and Chris worked on and renewed the CD for another 6 months. Next due is October. Chris noted everything else seems to be in order. Motion to approve Treasurer's report made by Steve, seconded by Jeff. 4 Ayes. Motion passed.

Audience Comments. Lilija was appreciative of the Congratulations card WFD gave for her mayoral win. She attended this last meeting and informed WFD that she will no longer be attending in person. She asked that the City Reps Jeff Labuz and Cliff Otto email pertinent updates to both her and the city council. She appreciates the minutes that are mailed each month, however, would like an email that summarizes. Lilija also stated the previous Chief Traver came to council meetings, she thinks that is a good idea to re-instate. She would like WFD Chiefs to coordinate with the city council to discuss benefits of a 3rd water tower for Washington. Tyler, Jeramy and Lilija all agreed to make arrangements to discuss a few items. Lilija appreciates all that WFD does for the city.

Brian asked Mayor Stevens if WFD was going to be involved in the space study that was just discussed at the most recent Committee of the Whole meeting. She agreed that WFD should be and will coordinate with Tyler and Jeramy.

Correspondence. Jeramy shared that WFD received a Thank you and Prayer Support card from a local church. A family sent a thank you card and some goodies for the quick response WFD provided. WFD also received several donations from multiple sources in honor of Tom Berlett.

Other Business: None

Corporate: Leigh shared that WFD has now received the contract with Pleasant View contract. We have not yet received the contract with Central. Steve will look into it. She also informed the Board that we have now received the title for the 2019 Pierce truck. Brian will coordinate with her to place the title(s) in WFD safe deposit box. Leigh then asked if the Board would consider changing the Operations Checking account to Washington Community Bank. She outlined the difference in what WFD receives in interest from WCB versus Heartland Bank. Steve asked about any direct deposits currently going to Heartland. Leigh informed him that it will take some time to phase the deposits to Washington Community Bank. She will continue to provide reconciles on all accounts as the process goes on. Motion was made by Jeff to move Operations account to WCB to capitalize on the interest payments. Chris seconded. 4 Ayes. Motion carried.

Leigh then shared the service contract renewal with Stryker for the maintenance of WFD Procure equipment. Contract is for 3 years at \$9,042 per year for a total of \$35,168. Jeff asked the benefits we receive for renewing. Jeremy provided several examples of Stryker working on equipment just in the last month alone that provided WFD extraordinary savings. Steve asked if this had been budgeted, Jeremy assured the Board it was factored into the next budget. No Board vote necessary since within the Budget.

Leigh informed the Board that the 2024/2025 Fiscal Year Audit is scheduled to begin June 1st.

EMS Reports: (see attached)

Jeremy shared that the Supply Orders have seen a savings of nearly \$22K since Zach Price has taken on this task. He commended both Zach and Alex Price for their negotiation skills in procuring savings through multiple vendors. The Board thanked both Brian and Alex for their efforts. Jeremy then discussed the call report for April. He noted that WFD had 73 overlapping calls and only had to call for mutual aid 2 times. Also, year to date, the call responses are 41 calls higher. He praised his teams for a job well done.

The installation cost for the additional Washer and Dryer came in at \$3416. The approved amount allocated was \$5,000. The savings was due in large part from the efforts of Adam Fuller providing the plumbing work for free.

All ambulances have passed DOT inspections. Jeremy shared that the new ambulance should now arrive at Foster Coach this August. Jeremy has begun collecting price quotes for the purchase of the next ambulance. He has included 1 quote from American Response in this packet. He hopes to avoid the delays with this process that he has encountered with the ambulance coming this year from Horton. Jeff asked if we had any discount due us from the ambulance coming so far past the original delivery date (2024). Unfortunately, we do not. He then wanted to know if we needed to be brand specific with our ordering. Jeremy answered that it is not necessary and that some of the other companies actually hold out better and longer than Horton's. Christian spoke with Fire Service Inc at the last FDIC expo. Jeremy is waiting for their quote.

On June 2, Sound of Peoria will be installing dash cameras on Fire 1 and Medic 2, 3, and 4. The cost is \$200 each. Jeremy notified the Board that this is a necessary cost in order to protect our personnel after some posts on social media made a false accusation.

Fire Reports: Tyler shared that so far May has been a little slow for Fire calls, but WFD is still up on calls year to date over last year. The carport fire on Easter morning was caused by a discarded cigarette, but brought under control quickly by Medic 3. The fire on April 28th was thought to be trees on fire, but actually ended up being a lawn mower on fire. There was a

victim with slight burns who was transported. On May 12th, there was a dumpster fire that was also started by a cigarette, and on the way back from extinguishing this, there was a call for mutual aid from Morton FD. This was a 3 vehicle accident with 2 cars rolled over. Multiple FD's responded including WFD, EPFD, and MFD. Thankfully there were no major injuries.

Tyler then informed the Board that the Mid Illinois Fire school that WFD hosted was very successful for being the 1st year. The event had 16 departments with 40 Firefighters in attendance. The school was near break even on expenses this year. WFD is looking forward to hosting in the future and seeing continued growth.

Tyler has worked with COW regarding the installation of the water and sewer lines for the evidence building next door. The construction will be done in 2 phases in order to keep the drive open for Fire vehicles while the city installs the lines. Also, Tyler was able to negotiate the installation of a fire hydrant between the WFD station and the evidence building. This will serve to protect WFD station, WPD evidence building, and Miller Welding as well as allow WFD to utilize the hydrant for both training and truck filling.

Tyler moved on to discuss repairs needed on Engine 1 light tower and the need for a Cascade Fill Enclosure. The current way it is done has safety issues. Looking at approximate cost of \$10K. Tyler also informed the Board that the Brush Truck needs the lighting updated. Mike Ingold is working on a quote. The discussion then moved on to the radios. The Motorola radios that we have just now started using since being on the Star Comm system are single band. When WFD responds to mutual calls, dual band radios are necessary for communication with other fire departments. Brian and Jakob are working with Eldon at Motorola to try to trade some of the new radios for dual bands. Their hope is that they can for a possible cost of only \$1,000 per radio replaced since the original purchases was over \$100K and covered by a grant. Steve asked if we currently have dual band radios from prior to switching to Star Comm. Tyler informed him that all the officers do, and so on a mutual aid call, WFD would have to be certain that an officer was on site. They are working on a solution. Steve added that WFD should have purchased the dual bank radios initially. Jeremy informed him that was suggested by Motorola at the time. Unfortunately, the Fire Chief at that time chose not to do so.

Tyler then informed the Board that the Fire Tower Garage may need a new roof. It has some extensive hail damage. He will work on this. Also, he would like to get a 2nd shipping container for storage at the Tower of additional props and equipment.

Old Business: Steve and Leigh worked together to get the billing issue with AEP all set. Steve suggested we keep this arrangement with AEP as it is a good deal.

The 2025/2026 Budget was then discussed. Tyler wanted assure the Board that a great deal of the Fire Budget for 2024 was for catch up purposes due to the previous management not staying current on maintenance and inspections. He hopes to come in under budget this next fiscal year.

Leigh discussed the remaining funds from the 2024/2025 Fiscal Year budget totaled approximately \$180,000. Jeremy then outlined the Vehicle Replacement Schedule (attachment to packet). He outlined the need to save funds wherever possible. WFD currently has funds to operate for 12 months. He explained the chart he prepared and strongly encouraged the Board to move the excess funds to the Vehicle Replacement fund. Tyler added his agreement and reminded the Board that the next Engine expense may come as early as 2030 and could cost over \$1M. Chris inquired why the funds in the example decrease over time. Jeremy explained that the costs continue to climb but under the current contract over the next 3 years, there are no additional allowances. Brian reminded the Board that later this year, WFD may be facing

higher health insurance costs. Jeremy agreed and feels they will increase. The Operations budget will increase, but the contract Revenues will not in the current state.

Brian asked the Board to approve the \$180,000 allocation into the Vehicle Replacement fund. Steve made a motion to do so. Chris seconded. 4 Ayes. Motion passed.

Jeremy then outlined the Budget and the new format combining both Fire and EMS amounts into 1 Operational category. The collaboration between the chiefs makes this a more streamline process. Steve asked what happens down the road if the 2 Chiefs do not get along as well as Jeremy and Tyler. The Board would need to do a concentrated vetting hiring process to avoid this issue. Chris inquired about the contract funds split. Jeremy explained historically it has been 60/40. However, with the closing of NTFPD EMS services, the addition of staff at WFD has caused WFD EMS expenses to increase considerably and the split was no longer equitable.

Brian posed the approval of the 2025/2026 Budget in the amount of \$2,180,400.00. Chris motioned. Steve seconded. 4 Ayes. Motion passed.

Brian then opened discussion regarding the recent invoice for a part for the Antique Fire truck. He plans to have a conversation with Scott Carter regarding authorization for ordering. The Board should be the only ones giving authorization. He wanted to confirm the support of the rest of the Board members to convey this information to Scott. All agreed.

Lilija asked if Tyler has discussed the Memorial Day parade with Dave at NTFPD. Tyler assured Lilija that WFD would be there and will have a conversation with Dave. Tyler will also speak with Leri Slonneger who is on the Committee for the Memorial Day parade.

Check Signers: Chris and Jeff will for June.

Calendar Review: Steve will review the Check Sequence for the last quarter.

Adjournment. Motion to adjourn made by Jeff to go to Executive session. Seconded by Chris. 4 Ayes. Motion passed. Meeting adjourned at 7:20

Moved to Executive Session.

Washington Fire Department

Board of Directors 2025/26 Calendar

June 2025

July 2025

August 2025

Quarterly Check sequence review

Discuss Fire Chief contract Renewal and Review

September 2025

- Review/select employee health care insurance package – renewal December 1.

October 2025

- Review proposed budget projections with the FPDs. Discuss rates
- Director Term notifications
- Schedule Board audit review.
- Morton Community Bank CD matures 10-17-25

November 2025

- Quarterly Check sequence review.

December 2025

- Review commercial liability insurance – renewal February 1.
- Plan Appreciation Dinner.
- EMS Chief Review and Contract Renewal

January 2026

Renew/select commercial liability insurance carrier – renewal February 1

February 2026

- Annual meeting second Tuesday in February – election of Board Officers
- Quarterly Check sequence review.
- Preparing new FPD contracts expiring in April.

March 2026

- Preliminary Budget Review.

April 2026

- Review 26/27 Budget.
- Assign member to prepare Leigh's Annual Review (due in May).

May 2026

- Quarterly Check Sequence Review.
- Leigh Annual Review
- Review 26/27 Budget.
- Determine allocation to Board Designated Assets.



Washington Fire Department

Monthly Call Report

May 2025

	<u>2025</u>	<u>2024</u>	<u>+/-</u>	Description
Total Calls	209	211	-2	Total call in City of Washington: 157 (76.2%) Central: 12 (5.8%) Pleasantview: 0 (0.0%) NTFPD: 30 (14.5%) Outside of District: 10 (4.8%) Accidental Tone: 0 (0%)
EMS Responses	204	209	-5	Total calls Emergency Medical Services (EMS) responded on.
Fire Responses	24	29	-5	Total calls Fire apparatus responded on.
MVA	10	9	+1	Motor Vehicle Collisions with EMS and Fire response.
Cardiac Arrest	3	1	+2	Cardiac arrest requiring WFD response.
Mutual Aid Provided EMS	5	2	+3	Total calls requiring WFD response to assist other EMS agencies.
Mutual Aid Received EMS	0	0	+0	Total calls requiring other EMS agencies to respond to Washington.
Mutual Aid Provided Fire	5	0	+5	Total calls requiring WFD Fire Response to assist other Fire Departments.
Mutual Aid Received Fire	0	3	-3	Total calls requiring other Fire Departments to respond to Washington
Overlapping Calls	45	45	+0	Calls dispatched while WFD units were already on a call (this number does not include non-emergency transfers as overlapping).
SNF / ALF Calls	44	41	+3	Calls at skilled nursing facilities or assisted living facilities in Washington.



Jeramy Doerr
EMS Chief

Tyler Gee
Fire Chief

Washington Fire Dept.

200 N Wilmor Road
Washington, IL 61571
309.444.2511
jdoerr@washingtonfd.com
tgee@washingtonfd.com

Board Report: June 2025

EMS

1. Monthly Call Report
2. Wolfbox Dash Cams have been installed in Medics 2, 3 and 4.
3. Exhaust mitigation system for the apparatus bay quotes are in.
 - 3.1. Quotes have been turned over to the COW.
 - 3.2. EMS and Fire Chiefs attended the Council meeting on 6/9 to answer any questions from Council.
 - 3.3. The current system does not work, the company is out of business and is not able to be repaired. With crew quarters in the bay mezzanine, this is a requirement from OSHA and a standard of NFPA 91.
4. Upstairs egress quotes are also in progress and will be turned over to the COW as soon as they arrive. Bedrooms need a second egress, COW is now aware and seems to be in agreement with the plan.
5. Quotes for flooring in the main building are also in progress, and will be turned over to COW for approval to use the \$35k they have already allocated to building improvements at WFD.

FIRE

1. Calls
 - 1.1. 5/26- Spring Bay M/A- Garage Fire
 - 1.1.1. 14 members responded- Fully staffed F1, E4, and E1 for response and left a crew staffed at our station
2. Training- June
 - 2.1. Search and Hose Advancement
 - 2.2. Attempting to schedule a Pre-Plan at Bethany Church
3. Misc.
 - 3.1. Dash cam installed in F1
 - 3.2. Apparatus Pump Tests completed on 5/31- All Good
 - 3.3. All yearly inspections, testing, PM's, and services are now completed
 - 3.4. We brought on 3 new members in May- One has certifications (past member), one is brand new, and one is just shadowing until August eligibility
 - 3.5. We promoted Miles Bannister to full interior member in May

We would like to extend our
deepest gratitude to the
paramedics, EMTs, firefighters, and
all staff of the Washington Fire
Department for your prompt,
professional, and kind service/assistance
to - ix and her
family. may have hated
to have need of your services, but
she (and her family) was grateful
you made the experience as smooth
and pleasant as possible.

JUST WANTED
TO LET YOU KNOW
HOW MUCH
YOU'RE APPRECIATED.

You are all amazing!

Thank you very much for your dedication
and incredible service to our family
and the community.
Sincerely,

Dear EMS crew,

Thank-you for coming to our Bike
Rodeo and letting the kids see
the inside of your ambulance. It's
always good to have you with us.

God bless!

♡ Lin J. Collins