

Elburn & Countryside Fire Protection District
Board of Trustees Meeting
03/07/23

Date: March 7, 2023

To: President & Trustees

From: Pamela Hall, Office Manager

Trustee T. Reynolds called the Trustee Meeting to order at 4:30 pm with the following persons in attendance:

T. Reynolds	M. Anderson	J. Armesy	L. Engberg	A. Lee	J. Cluchey	M. Hanson
M. Huneke	S. Flaherty	P. Hall	L. Herra	D. Czaruk	M. Linden	E. Daffron
J. Linden	H. Halstead	C. Mulvihill	S. Coomes	M. DeHaven	A. Suriano	K. Suriano
C. Lentz	M. Lentz	D. Lentz	K. Hanks	D. McHale	K. McHale	S. Ferris
J. Kuefler	J. Miller	D. Miller	J. Konen	D. Konen	S. Bicos	H. Wimmer
J. Wimmer	A. Poynor	S. Millar	M. Ziegler			

Office Manager P. Hall led the Board of Trustees in the Pledge of Allegiance.

Presentation:

- Chief J. Cluchey introduced Campton Hills Police Chief S. Millar and Commander M. Ziegler to the Board of Trustees. He noted that they were in attendance to recognize several members of the district for their service.
- Police Chief S. Millar informed the Board of Trustees that the district responded to a call that involved a lot of manpower and resources to assist a family in the village limits of Campton Hills. He thanked Assistant Chief M. Hanson and the members for their dedication and service, noting their high level of professionalism in a difficult situation.
- Police Chief S. Millar and Commander M. Ziegler presented each member with a Certificate of Merit in recognition of dedication of duty for their dedication, commitment and ethics. The members recognized for their service were Asst. Chief M. Hanson, Lt. S. Coomes, Lt. D. Czaruk, Lt. S. Fuller, Lt. K. Suriano, FF/EMT S. Bicos, FF/PM S. Darlak, FF/PM S. Ferris, FF/EMT H. Halstead, FF/EMT K. Hanks, FF/PM J. Konen, FF/PM J. Kuefler, FF/EMT C. Lentz, FF/EMT D. McHale, FF/PM J. Miller, FF/PM C. Mulvihill, FF/PM A. Poynor & FF/PM H. Wimmer.

Public Comment:

- No comment

President's Comments:

- No report

Attorney Comments:

- Attorney S. Flaherty provided a legislative update and noted that James Rivera was appointed as Illinois State Fire Marshal.

Chief J. Cluchey Comments:

a) Personnel Matters

- Chief J. Cluchey informed the Board of Trustees that Robert Stevens has notified the district of his retirement with his application for a duty related-disability pension.
- Chief J. Cluchey recognized Assistant Chief M. Hanson and the duty crew members for their service, professionalism and compassion with the incident in Campton Hills.

- Assistant Chief M. Hanson Comments:

a) Incident Reporting

- Assistant Chief M. Hanson reviewed the incident report with the Board of Trustees. A copy has been placed on file.

Elburn & Countryside Fire Protection District
Board of Trustees Meeting
03/07/23

Assistant Chief M. Huneke Comments:

a) Operations/Organizational Update

- Assistant Chief M. Huneke informed the Board of Trustees that the date for the walk-out ceremony for Chief Cluchey, the promotional ceremony for Assistant Chief Huneke and succession celebration has been confirmed for October 6th, 2023. The ceremony will take place during the day and the reception will be in the evening.
- Assistant Chief M. Huneke noted that the Battalion Chief letters of intent have been received, drafts are due for projects and administrative tasks to be assigned for the leadership program. He also noted that strategic planning has begun.

b) Fire Apparatus/EMS Update

- Mechanic E. Daffron reviewed the fleet including the status of the engine(s) warranty work.

c) Stations/Facilities/Equipment Update

- Assistant Chief M. Huneke reviewed a new budget format with the Board of Trustees. A copy has been placed on file.
- Assistant Chief Huneke informed the Board of Trustees that the districts' ambulance service rates are low compared to other fire districts in our area. Our rates are currently based on comparables with surrounding cities, not fire districts. Cities also have other sources of income such as sales tax. He inquired with the trustees as to if they'd like to increase ambulance service rates and they all agreed. A recommendation to finalize the rates will be presented at the next meeting.
- Assistant Chief Huneke presented a Station #4 site plan to the Board of Trustees for their review noting that it is still in the planning phase and soil tests will determine parcels. A copy has been placed on file.

Fire Marshal Comments:

a) Fire Prevention Bureau

- i. Project Status (Plan Reviews, Inspections, Etc.)
- ii. Public Education (Classes, Special Events, Etc.)

- Chief Cluchey reviewed the Fire Prevention Bureau report with the Board of Trustees. A copy has been placed on file.
- Trustee J. Armesy requested clarification on the reference to Lions Park meeting as noted in the report. Chief Cluchey explained that the Fire Marshal has been meeting with a Lions Club representative to discuss options for their annual fireworks show. He noted that the parcel of land that they normally use has had building growth on or surrounding it which effects the size of shells to be blown off and/or the potential need to relocate the fireworks site.

CONSENT AGENDA

Consider any motions to remove any item from consent agenda and place that item under the new business or old business portion of the meeting as appropriate.

Motion to approve consent agenda items # 1 through # 4

- 1) Approve District Trustee Minutes for February 7th, 2023
- 2) Approve Treasurers Report for February 2023
- 3) Approve the January bills in the amount of \$91,692.51
- 4) Approve Payroll Report for February 2023

M. Anderson made a motion to approve consent agenda items #1 through #4. A. Lee seconded the motion. It was voted on and approved with a roll call vote.

Elburn & Countryside Fire Protection District
Board of Trustees Meeting
03/07/23

Roll Call Vote

5 Ayes
0 Nays
0 Absent

Committee Reports:

1) Foreign Fire Insurance (FFI) Board Report

- FFI President E. Daffron reviewed the proposed FFI expenditures with the Board of Trustees.
 - i. Fitness Equipment \$1,900.00
 - ii. Nomex labeling system \$2,500.00
 - iii. Chain saw nozzle pour system \$27.50

L. Engberg made a motion to approve Foreign Fire Insurance Expenditures in the amount of \$4,427.50. J. Armesy seconded the motion. It was voted on and approved with a roll call vote.

Roll Call Vote

5 Ayes
0 Nays
0 Absent

2) Pension Board Report

- No report

Old Business:

- 1) Any old business matters
- None

New Business:

- 1) 2023-2024 ECFPD Board of Trustees Meeting Dates
- a) Motion to approve the 2023-2024 ECFPD Board of Trustees Meeting Dates
 - Office Manager P. Hall reviewed the 2023-2024 meeting dates with the Board of Trustees noting that the July 2023 meeting would be on July 11th instead of July 4th due to the holiday.

A. Lee made a motion to approve the 2023-2024 ECFPD Board of Trustees Meeting Dates. J. Armesy seconded the motion. It was voted on and approved.

2) Resolution #2023-R-05; Authorizing the purchase of certain property for the ECFPD

- a) Motion to approve Resolution #2023-R-05; Authorizing the purchase of certain property for the ECFPD
- Assistant Chief M. Huneke presented the resolution to the Board of Trustees to review. He stated that the resolution authorizes Trustee President T. Reynolds to sign for the closing on behalf of the board.

J. Armesy made a motion to approve Resolution #2023-R-05; Authorizing the purchase of certain property for the ECFPD. M. Anderson seconded the motion. It was voted on and approved with a roll call vote.

Roll Call Vote

5 Ayes
0 Nays
0 Absent

3) FF/PM Robert Stevens; Disability Pension

- i. Motion to intervene in the disability pension request for FF/PM Robert Stevens
- Attorney S. Flaherty recommended to the Board of Trustees that it is in the districts' best interest to hire his firm to intervene in the disability pension request for FF/PM Robert Stevens. He stated that their active participation will help assist in the determination of if the injury is duty related.

Elburn & Countryside Fire Protection District
Board of Trustees Meeting
03/07/23

A. Lee made a motion to intervene in the disability pension request for FF/PM Robert Stevens. M. Anderson seconded the motion. It was voted on and approved with a roll call vote.

Roll Call Vote

5 Ayes
0 Nays
0 Absent

- 4) Any other new business matters of consideration of items removed from the consent agenda.
- None presented

Good of the Organization:

- Assistant Chief M. Huneke informed the Board of Trustees that the meeting with Congressman Bill Foster went very well. The district has received a letter of support from him for the AFG grant. The district has also been invited to submit a request for a community funding project. Letters of support have also been received from Tri-Com Central Dispatch, Kane County Emergency Communications (KaneComm), Kane County Office of Emergency Management, Aurora Fire Department, MABAS, Village of Elburn, Village of Lily Lake, Village of Campton Hills & the Village of Sugar Grove.

At 5:20 pm, M Anderson made a motion to adjourn the meeting. L. Engberg seconded the motion. The meeting was adjourned by unanimous consent.

Respectfully Submitted,
Pamela C. Hall, Office Manager
Elburn & Countryside Fire Protection District