

Elburn & Countryside Fire Protection District  
Board of Trustees Meeting  
04/02/2024

Date: April 2<sup>nd</sup>, 2024

To: President & Trustees

From: Pamela C. 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 | A. Lee      | M. Hanson  | P. Hall   | S. Flaherty      |
| L. Herra    | D. Anderson | B. Schopp | L. Schopp   | J. Schopp  | T. McCue  | R. Schopp        |
| B. Tichen   | D. Tichen   | D. Czaruk | C. Anderson | K. Schramm | A. Isberg | R. Seggebruch    |
| J. Contesso | L. Goucher  | A. Poynor | C. Zepeda   | C. Meyers  | B. Lennon | K. Callaghan     |
| M. Didenko  | B. Harris   | S. Fuller | J. Flores   | S. Bicos   | T. Hall   | A. Shingledecker |

Acting Battalion Chief T. Hall led the Board of Trustees in the Pledge of Allegiance.

Public Comment:

- None

President's Comments:

- No report

Attorney Comments:

- Attorney S. Flaherty provided a legislative update.

Chief M. Huneke Comments:

- Chief M. Huneke was not present due to being at the ESO Wave Conference.

a) Employee Recognition -Captain B. Schopp

- Deputy Chief M. Hanson and Trustee M. Anderson recognized Captain Brian Schopp for his retirement and dedicated service to the fire protection district, including his contributions and achievements during his 35 years of service. Captain B. Schopp was presented with a service award.

a) Personnel Matters

- Deputy Chief M. Hanson informed the Board of Trustees that a new fast-track employee, S. Kish, will be starting soon as a POC. He also stated that D. Cluchey has accepted the offer on conditional employment as a full-time FF/PM. He is completing the hiring process with a background check, physical and psychological evaluation. His swearing-in ceremony will take place after he finishes the process. Tentative date of May 14<sup>th</sup> along with Lt. B. Ferguson's promotional ceremony.
- Deputy Chief M. Hanson noted that the one-year trial of the 48/96 shift schedule will begin on April 27<sup>th</sup>, 2024. He also stated that Lt. Suriano, Lt. Czaruk & Lt. Coomes are beginning their participation in the Battalion Chief process.

b) Labor Agreement between ECFPD & EPFFA of the IAFF Local 4749 review

- Deputy Chief M. Hanson presented the Board of Trustees with the labor agreement for their review. A copy has been placed on file. He noted that they have 30 days to review and the administration wishes to seek approval at the May 14<sup>th</sup>, 2024 Trustees meeting.

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Deputy Chief M. Hanson Comments:

a) Incident Reporting

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

Battalion Chief Comments:

a) Training & Operations Update

- Acting Battalion Chief R. Seggebruch informed the Board of Trustees that the recruits are finishing up with the BOF Academy and will have live fire practicals. They hope to be working shifts by June.
- Acting Battalion Chief R. Seggebruch noted that district members will be participating at the EMS Jamboree.
- Acting Battalion Chief R. Seggebruch noted that Acting Battalion Chief S. Coomes will be taking over the Training & Operations while he is in BC process. He also thanked the Board of Trustees for the opportunity to participate in the Battalion Chief process.

b) EMS & Safety Update

- Acting Battalion Chief C. Spitzock was not present. He did however forward a message informing the Board of Trustees that he wished to thank them for the opportunity to participate in the Battalion Chief process.

c) Support Services Update

- Acting Battalion Chief T. Hall informed the Board of Trustees of the completion of fiber installation and upcoming alerting program launch, upcoming quarterly HVAC service and satisfaction with the current service provider, completion of sprinkler testing and plans for resolving water issues.
- Acting Battalion Chief T. Hall thanked the Board of Trustees for the opportunity to participate in the Battalion Chief process.

Fire Marshal Comments:

a) Community Risk Reduction (CRR) Bureau

- i. Project Status (Plan Reviews, Inspections, Etc.)
  - ii. Public Education (Classes, Special Events, Etc.)
- Fire Marshal L. Schopp reviewed the Fire Prevention Bureau report with the Board of Trustees. A copy has been placed on file.

**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 March 11<sup>th</sup>, 2024
- 2) Approve Treasurers Report for March 2024
- 3) Approve the March bills in the amount of \$131,873.67
- 4) Approve Payroll Report for March 2024

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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.

Roll Call Vote

4 Ayes  
0 Nays  
1 Absent

Committee Reports:

- 1) Foreign Fire Insurance (FFI) Board Report
  - No report.
- 2) Pension Board Report
  - Deputy Chief M. Hanson stated that the President of the Pension Board position was up for election. Michael Huneke was re-elected, unopposed, for another three term.

Old Business:

- 1) Appeal for Modification of Fire Code - Obscurity Brewing
  - a) Motion to approve or deny appeal for modification of fire code for Obscurity Brewing
- Fire Marshal L. Schopp informed the Board of Trustees that the owner Luke Goucher was present and wished to appeal the fire code modification for Obscurity Brewing. She stated that the original appeal to modify the fire code expired on April 1<sup>st</sup>, 2024 and this request is for a new appeal.
- The appeal for modification of fire code for Obscurity Brewing, 113 W. North St., Elburn, IL was presented for review. A copy has been placed on file. Discussion was held, the timeline reviewed from the original appeal and the many variations to become complaint over the years reviewed.
- Owner L. Goucher noted the issues that they've had with the Village of Elburn and having the proper water source to comply with the fire code. He requested a 60-90 day extension to continue business as usual and the opportunity to comply.
- Attorney S. Flaherty informed the Board of Trustees that the order is in effect today. Enforcement actions are to take place if Obscurity Brewing chooses to occupy the building after being advised not to operate as a place of assembly.
- The Board of Trustees expressed their concerns and noted that they do not wish to extend the appeal any longer. Deputy Chief M. Hanson stated that there is no acceptable amount of risk that should be allowed with the business remaining open to the public as a place of assembly. The Board of Trustees agreed.
- The Board of Trustees denied the appeal for modification of the fire code by Obscurity Brewing, with a focus on the expiration of the previous appeal and the potential enforcement actions if the building is not brought into compliance.

J. Armesy made a motion to deny the appeal for modification of fire code for Obscurity Brewing, 113 W. North St., Elburn, IL. A. Lee seconded the motion. It was voted on and approved with a roll call vote.

Roll Call Vote

4 Ayes  
0 Nays  
1 Absent

- 3) Any old business matters
  - None

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New Business:

1) IPRF Workers Compensation Renewal

- a) Motion to approve the workers compensation renewal with IPRF in the amount of \$383,309.00
- Deputy Chief M. Hanson presented the IPRF workers compensation proposal from Mitch Backes of Assured Partners for the board to review. A copy has been placed on file.

A. Lee made a motion to approve the workers compensation renewal with IPRF in the amount of \$383,309.00.

J. Armesy seconded the motion. It was voted on and approved with a roll call vote.

Roll Call Vote

4 Ayes  
0 Nays  
1 Absent

2) Surplus Equipment

- a) Motion to approve the sale of &/or the disposal of surplus equipment
- Deputy Chief M. Hanson stated that there is an Elliptical machine and stationary exercise bikes that have been replaced and can be sold or disposed of.

M. Anderson made a motion to approve the sale of &/or the disposal of surplus equipment. A. Lee seconded the motion. It was voted on and approved with a roll call vote.

Roll Call Vote

4 Ayes  
0 Nays  
1 Absent

3) Tower Ladder Warranty

- a) Motion to approve tower ladder warranty in the amount of \$115,000.00
- Deputy Chief M. Hanson presented the Board of Trustees with the ladder tower warranty to review. A copy has been placed on file. He noted the three buildout and 10 year warranty.

M. Anderson made a motion to approve tower ladder warranty in the amount of \$115,000.00. J. Armesy seconded the motion. It was voted on and approved with a roll call vote.

Roll Call Vote

4 Ayes  
0 Nays  
1 Absent

4) Grant investment

- Deputy Chief M. Hanson noted that the administration will be participating in a webinar on April 4<sup>th</sup> in regards to the grant funds and will have more information to report at the next meeting.

5) Any other new business matters or consideration of items removed from the consent agenda

- None

Executive Session:

At 5:05 pm, Deputy Chief M. Hanson called an executive session pursuant to Section (2)(c)(1) of the Open Meetings Act (to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body, including hearing testimony on a complaint lodged against an employee to determine validity); Section

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(2)(c)(2) of the Act (to discuss collective negotiating matters between the public body and its employees) and/or Section (2)(c)(11) of the Act (pending probable or imminent litigation).

At 5:05 pm, a motion to go into executive session was made by M. Anderson. J. Armesy seconded the motion.

Roll Call Vote

4 Ayes  
0 Nays  
1 Absent

At 5:12 pm, the executive session ended with a motion by M. Anderson. A. Lee seconded the motion.

Roll Call Vote

4 Ayes  
0 Nays  
1 Absent

Action taken after executive session:

- None

Good of the Organization:

- Deputy Chief M. Hanson noted that Mike Hill is the new fire chief for the Fox River & Countryside Fire Rescue District.

At 5:13 pm, M. Anderson made a motion to adjourn the meeting. A. Lee seconded the motion. The meeting was adjourned by unanimous consent.

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