

Elburn & Countryside Fire Protection District
Board of Trustees Meeting
05/14/2024

Date: May 14th, 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	L. Engberg	M. Huneke	M. Hanson
P. Hall	B. Williams	L. Herra	J. Falduto	C. Thomas	C. Meyers	M. Didenko
T. Hall	S. Darlak	S. Walter	C. Spitzock	M. Linden	D. Oliver	S. Albano
J. Chada	J. Childress					

Acting Battalion Chief S. Coomes led the Board of Trustees in the Pledge of Allegiance.

Public Comment:

- Resident S. Albano addressed the Board of Trustees to advise the board of rumors suggesting possible backroom deals with Sugar Grove for financial gain. She suggested the board address these concerns by voting against the TIF and promoting transparency in decision-making processes.
- Resident J. Chada also addressed the Board of Trustees with his concerns noting that he'd also like the board to vote against the TIF.
- Trustee T. Reynolds stated that the Trustees and Administration have been discussing the Crowne Development plan & the Village of Sugar Grove TIF proposal at meetings in a public forum with total transparency. He noted that the district has been researching purchasing land for years based on call volume and response times in the still districts.
- Chief M. Huneke & Deputy Chief M. Hanson noted that the district purchased land for Station #4 based on district needs and are aiming for a responsible development timeline. They noted that the plans are to ensure minimal impact on taxpayers and maintain efficient emergency response times. They also stated the importance of addressing response time challenges in the district.

President's Comments:

- 1) Election of Officers
 - a) Motion to approve Election of Officers (Roll Call Vote)
- The trustees agreed to have the officers remain the same.

Trustee M. Anderson made a motion to approve T. Reynolds as President, L. Engberg as Secretary and M. Anderson as Treasurer. A. Lee seconded the motion. It was voted on and approved with a roll call vote.

Roll Call Vote

<u>5</u>	Ayes
<u>0</u>	Nays
<u>0</u>	Absent

Attorney Comments:

- No report

Chief M. Huneke Comments:

- a) Personnel Matters
 - Chief M. Huneke informed the Board of Trustees that the POC graduation will be held on June 6th, 2024. He also noted that FF/PM D. Cluchey's first day was May 13th, 2024. He reminded the trustees that the swearing in ceremony for FF/PM D. Cluchey and promotional ceremony for Lt. B. Ferguson will take place after the meeting at 6 pm.
 - Chief M. Huneke stated that several employees participated at the FDIC conference and there was good feedback.

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- Chief M. Huneke also stated that the district will be cancelling the properties and assets program and receiving a refund for the scheduling system with ESO. The district will be using Vector Solution as the new scheduling program.

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.
 - Deputy Chief M. Hanson informed the Board of Trustees that Andres Medical Billing Services was purchased by EMS|MC. Due to transition issues with their company, our EMS revenue has decreased. EMS|MC has stated that it will get caught up in the next couple months and he will be meeting with them next week to discuss further.

Battalion Chief Comments:

- a) Training & Operations Update
 - Acting Battalion Chief S. Coomes informed the Board of Trustees that dry hydrant and hose testing have been completed. He also noted that there are 10 students registered for the FAE Class so far.
- b) EMS & Safety Update
 - No report
- c) Support Services Update
 - No report

Fire Marshal Comments:

- a) Community Risk Reduction (CRR) Bureau
 - i. Project Status (Plan Reviews, Inspections, Etc.)
 - ii. Public Education (Classes, Special Events, Etc.)
- Deputy Chief M. Hanson reviewed the Fire Prevention Bureau report with the Board of Trustees. A copy has been placed on file.
- Deputy Chief M. Hanson also stated that the final inspection for Obscurity Brewery is scheduled for Friday, May 17th, 2024. If they pass and are compliant with the fire code, they will be able to reopen immediately following the inspection.

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 # 5

- 1) Approve District Trustee Minutes for April 2nd, 2024
- 2) Approve District Trustee Executive Session Minutes for April 2nd, 2024
- 3) Approve Treasurers Report for April 2024
- 4) Approve the April bills in the amount of \$277,446.99
- 5) Approve Payroll Report for April 2024

M. Anderson made a motion to approve consent agenda items #1 through #5. L. Engberg seconded the motion. It was voted on and approved with a roll call vote.

Roll Call Vote

5 Ayes
0 Nays
0 Absent

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Committee Reports:

- 1) Foreign Fire Insurance (FFI) Board Report
 - FFI Secretary S. Walter reviewed the proposed FFI expenditures with the Board of Trustees.
 - i. Televisions & Sound Bars \$2,000.00
 - ii. Dish Drying Rack \$200.00
 - iii. New Fans \$200.00
 - iv. Grill Rescue Gloves \$100.00

M. Anderson made a motion to approve Foreign Fire Insurance Expenditures in the amount of \$2,500.00. 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

Pension Board Report:

- No report

Old Business:

- 1) Sawyer Falduto Asset Management Quarterly Report
 - a) Motion to approve Sawyer Falduto Asset Management quarterly report
- John Falduto from Sawyer Falduto Asset Management reviewed the quarterly investment report with the Board of Trustees. He provided a detailed breakdown of four funds: Building, Equipment Replacement, Vehicle, and Short-Term Operating funds highlighting values, cash flows, and investments in each fund. A copy has been placed on file.

J. Armesy made a motion to approve the Sawyer Falduto Asset Management quarterly report. 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

- 2) Tower Ladder Grant Update
 - Chief M. Huneke stated that the administration will be participating in a state webinar. The funds are issued from Congress to the state. They will hold onto the funds until we contact them to disburse to E-One directly.
 - Chief M. Huneke also stated that Mechanic E Daffron and Chief M. Huneke recently went to see the progress on the tower ladder, good insight so far. They will be participating in prebuild meetings mid to late August.
- 3) Sugar Grove TIF Hearing; June 18th, 2024 at 6:00 pm
 - a) Motion on any action regarding Sugar Grove TIF Hearing
 - Chief M. Huneke informed the Board of Trustees that the district received a certified letter notifying the administration of a joint review board meeting. Chief M. Huneke recommended the board appoint him as the district representative to participate at the joint review board meeting. He stated that a notice of public hearing was enclosed in the certified letter. A copy has been placed on file.
 - Discussion was held on the upcoming public hearing regarding the I-88 and Rt. 47 redevelopment project tax area.
 - The Board of Trustees agreed to appoint Chief Michael Huneke to represent the district at the joint review board meeting in Sugar Grove.

A. Lee made a motion to approve the appointment of Chief Michael Huneke for the joint review board meeting in Sugar Grove, IL. L. Engberg seconded the motion. It was voted on and approved with a roll call vote.

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Roll Call Vote

5 Ayes
0 Nays
0 Absent

- 4) Any old business matters
- None

New Business:

- 1) Fire District's Appointee to ECFPD Board of Fire Commissioners
- a) Motion to reappoint Fire Commissioner Christian Thomas
- Chief M. Huneke noted that the term for Fire Commissioner C. Thomas is up for reappointment and he has agreed to stay on as a commissioner.

T. Reynolds made a motion to reappoint Fire Commissioner Christian Thomas. M. Anderson seconded the motion. It was voted on and approved.

- b) Motion to reappoint Fire Commissioner Stephen Herra
- Chief M. Huneke noted that the term for Fire Commissioner S. Herra is up for reappointment and he has agreed to stay on as a commissioner.

T. Reynolds made a motion to reappoint Fire Commissioner Stephen Herra. M. Anderson seconded the motion. It was voted on and approved.

- 2) 2024-2025 ECFPD Tentative Budget
- a) Motion to approve the 2024-2025 ECFPD Tentative Budget
- Chief M. Huneke reviewed the 2024-2025 ECFPD Tentative Budget with the Board of Trustees. He noted that the public notice was publicized on May 9th noting the public hearing to be held at the June 11th, 2024 meeting.
 - Chief M. Huneke stated that the impact fees received from the Village of Elburn this fiscal year were double versus the previous fiscal year. Discussion was held in regards to impact fees and the need to continue discussions with the Villages of Lily Lake, Campton Hills and Sugar Grove. He noted that we regularly communicate with our county board representatives to identify any other areas of possible development within the district boundaries.

J. Armesy made a motion to approve the 2024-2025 ECFPD Tentative Budget. 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) Labor Agreement between ECFPD & EPFFA of the IAFF Local 4749
- a) Motion to approve the Labor Agreement between ECFPD & EPFFA of the IAFF Local 4749 from May 1, 2024 – April 30, 2028
- Chief M. Huneke reviewed the Labor Agreement between ECFPD & EPFFA of the IAFF Local 4749 with the Board of Trustees noting the benefits of the agreement including competitive wages and health care coverage continuation as well as the new 48/96 shift schedule. A copy has been placed on file.

A. Lee made a motion to approve the Labor Agreement between ECFPD & EPFFA of the IAFF Local 4749 from May 1, 2024 – April 30, 2028. M. Anderson seconded the motion. It was voted on and approved with a roll call vote.

Roll Call Vote

5 Ayes
0 Nays

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0 Absent

- 4) Part-time Employee Wage Adjustments for Fiscal Year 2024-2025
- a) Motion to approve part-time employee wages for FY 2024-2025
- Chief M. Huneke reviewed the proposed wages for part-time employees for the fiscal year 2024-2025 effective May 1st, 2024.
 - i. Tier I \$20.45
 - ii. Tier II \$19.95
 - iii. Tier III \$18.65
 - iv. Recruit \$14.75

J. Armesy made a motion to approve the part-time employee wages for FY 2024-2025. L. Engberg seconded the motion. It was voted on and approved with a roll call vote.

Roll Call Vote

5 Ayes
0 Nays
0 Absent

- 5) Employment Contract - Fire Marshal L. Schopp
- a) Motion to approve employment contract for Fire Marshal Lisa Schopp
- Chief M. Huneke presented the employment contract for Fire Marshal L. Schopp that includes a defined retirement date of May 29, 2026 for the Board of Trustees to review. A copy has been placed on file.

M. Anderson made a motion to approve the employment contract for Fire Marshal Lisa Schopp. A. Lee seconded the motion. It was voted on and approved with a roll call vote.

Roll Call Vote

5 Ayes
0 Nays
0 Absent

- 6) Financial Policy Discussion
- Chief M. Huneke informed the Board of Trustees that the current financial policy has a \$5,000.00 limit on district purchases. Board approval is needed for purchases over \$5,000.00. Chief M. Huneke noted that he'd like to increase the limit and potentially have a stipulation on emergency purchases. He will be working with the auditors on a proposal for the board to review.
- 7) Any other new business matters or consideration of items removed from the consent agenda
- None

Executive Session:

At 5:05 pm, Deputy Chief M. Huneke 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); and/or Section (2)(c)(11) of the Act (pending probable or imminent litigation).

At 5:12 pm, a motion to go into executive session was made by L. Engberg. J. Armesy seconded the motion.

Roll Call Vote

5 Ayes
0 Nays
0 Absent

At 5:28 pm, the executive session ended with a motion by J. Armesy. A. Lee seconded the motion.

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5 Ayes
0 Nays
0 Absent

Action taken after executive session:

- None

Good of the Organization:

- No comment

At 5:32 pm, M. Anderson made a motion to adjourn the meeting. J. Armesy seconded the motion. The meeting was adjourned by unanimous consent.

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