

Elburn & Countryside Fire Protection District
Board of Trustees Meeting
08/13/2024

Date: August 13th, 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	L. Engberg	M. Anderson	J. Armesy	A. Lee	M. Huneke	P. Hall
S. Flaherty	C. Spitzock	T. Hall	D. Czaruk	E. Daffron		

Battalion Chief C. Spitzock led the Board of Trustees in the Pledge of Allegiance.

Public Comment:

- None

M. Anderson made a motion to open the public hearing for the proposed community facility-ladder truck project. J. Armesy 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

- Trustee Reynolds opened the public hearing.
- Chief M. Huneke stated that the notice of public hearing was publicized in a local newspaper, Daily Herald, and on our website. A public hearing is required for the proposed ladder truck funding project.
- Trustee Reynolds called for any public comment. No comments were made.

M. Anderson closed the public hearing for the proposed community facility-ladder truck project. 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

Presidents Comments:

- No comment

Attorney Comments:

- Attorney Flaherty provided a legislative report to the Board of Trustees.

Chief M. Huneke Comments:

- a) Personnel Matters
- No report

Deputy Chief M. Hanson Comments:

- a) Incident Reporting
- Chief M. Huneke reviewed the incident report with the Board of Trustees. A copy has been placed on file.

Battalion Chief Comments:

- a) Training & Operations Update
- b) EMS & Safety Update
- c) Support Services Update

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- Battalion Chief C. Spitzcock informed the Board of Trustees that the build for the Medic will begin in December.
- Chief M. Huneke reviewed the vehicle replacement plan with the Board of Trustees. Plans were discussed to replace the ambulance chassis and explore cost-saving options by transferring the existing box onto a new chassis.
- Deputy Chief Hanson will be assessing the feasibility of moving the existing box onto a new chassis to save costs.
- The next ambulance replacement is scheduled for 2026, involving the black ambulance from 2014. Considerations were made to extend the life of the current ambulance by replacing the motor and assessing its overall condition.
- Chief M. Huneke inquired with the Board of Trustees if all the Battalion Chiefs need to be present for trustees meetings. The trustees agreed that there is no need for them to all attend, unless necessary. The Battalion Chief on shift that day can report to the board.

Fire Marshal Comments:

- a) Community Risk Reduction (CRR) Bureau
 - i. Project Status (Plan Reviews, Inspections, Etc.)
 - ii. Public Education (Classes, Special Events, Etc.)
- Chief M. Huneke reviewed the Fire Prevention Bureau report with the Board of Trustees. A copy has been placed on file.
- Chief M. Huneke noted that the Fire Marshal has received the plans for the proposed haunted house project on Beith Rd. and will begin the review process. Concerns have been raised regarding increased traffic at the intersection due to the proposed haunted house project. Suggestions were made to conduct a traffic study and consider implementing a roundabout for traffic management.

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 July 9th, 2024
- 2) Approve District Trustee Executive Session Meeting Minutes for July 9th, 2024
- 3) Approve Treasurers Report for July 2024
- 4) Approve the July bills in the amount of \$365,165.15
- 5) Approve Payroll Report for July 2024

J. Armesy made a motion to approve consent agenda items #1 through #5. 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

Committee Reports:

- 1) Foreign Fire Insurance (FFI) Board Report
 - FFI President E. Daffron reviewed the proposed FFI expenditures with the Board of Trustees.
 - i. Helmet Lights Not to exceed \$5,500.00
 - ii. Chest Freezer for St. #1 \$700.00
 - iii. Rice Cookers \$60.00
 - iv. Steam Cleaner \$600.00
 - v. Fitness Equipment \$90.00

A. Lee made a motion to approve Foreign Fire Insurance Expenditures with the amount not to exceed \$6,950.00. M. Anderson 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

Pension Board Report:

- Chief M. Huneke provided an update on pension fund matters, including asset growth and upcoming hearings.
- Discussions revolved around the need for transcripts and responses from involved parties for scheduled hearings.
- Chief M. Huneke stated that the pension board will schedule the Greg Algrim matter after all the court transcripts have been received.

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 provided the quarterly report to the Board of Trustees for review. He reviewed the detailed financial report on the investment accounts managed for the district. The report covered fund values, gains, cash flow reviews, and bond analysis for each account. A copy of the quarterly report has been placed on file.

L. Engberg made a motion to approve the Sawyer Falduto Asset Management quarterly report. M. Anderson seconded the motion. A copy has been placed on file. It was voted on and approved with a roll call vote.

Roll Call Vote

5 Ayes
0 Nays
0 Absent

- 2) Staff Vehicle purchase approval; Battalion Chief & Utility Trucks
 - a) Motion to approve the purchase of two staff vehicles in the amount of \$99,456.00
- Chief M. Huneke stated that the vehicle purchases were already approved by the Board of Trustees and ratification of the cost of the vehicles is needed.

M. Anderson made a motion to approve the purchase of two staff vehicles in the amount of \$99,456.00. J. Armesy seconded the motion. A copy has been placed on file. It was voted on and approved with a roll call vote.

Roll Call Vote

5 Ayes
0 Nays
0 Absent

- 3) Kaneland CUSD 302 and Kaneville Fire Department Update
 - Chief M. Huneke informed the Board of Trustees that Kaneville Fire Chief Kevin Tindell provided a presentation to the Kaneland CUSD 302 board members on August 12th, 2024. Chief M. Huneke stated that the district will continue to be supportive to ensure the safety and proper care of all, as called upon.
 - Chief M. Huneke also noted that there have been issues with notification and dispatching to incidents at the high school, leading to the need for improved monitoring of response times.
- 4) Sugar Grove Annexation
 - Trustee J. Armesy updated the Board of Trustees on the Crowne Development based on his attendance at the recent zoning meeting. He noted that Crowne Development presented plans for the 760 acre “The Grove” development, including a 24-bay filling station and utilizing existing water systems. Discussion was held in regards to impact fees, zoning changes, and potential legal actions from opposition groups.
- 5) Any old business matters
 - None

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New Business:

- 1) AES IP Equipment Agreement
 - a) Motion to approve AES IP Equipment Agreement with Becklar LLC
 - Chief M. Huneke informed the Board of Trustees that Becklar, LLC has AES IP Equipment at Station #1. The equipment has been on site since the station was built. The district receives free fire alarm monitoring in exchange for their equipment being on district property.
 - He stated that there is a need for an equipment agreement with Becklar LLC for fire alarm monitoring and liability exemptions. He requested approval to sign the agreement for continued monitoring services.

M. Anderson made a motion to approve the AES IP Equipment Agreement with Becklar LLC. L. Engberg seconded the motion. A copy has been placed on file. It was voted on and approved with a roll call vote.

Roll Call Vote

5 Ayes
0 Nays
0 Absent

- 2) American Eagle Bank Certificates of Deposit renewals
 - a) Motion to approve a 6 month CD in the amount of \$250,000.00 with American Eagle Bank
 - b) Motion to approve a 12 month CD in the amount of \$250,000.00 with American Eagle Bank
 - Chief M. Huneke stated that to fulfill our loan agreement with American Eagle Bank, the district needs to maintain a minimum \$500,000.00 balance at the bank. He requested approval to open two certificates of deposit in the amount of \$250,000.00 each.

J. Armesy made a motion to approve a 6 month CD in the amount of \$250,000.00 with American Eagle Bank. 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

M. Anderson made a motion to approve a 12 month CD in the amount of \$250,000.00 with American Eagle Bank. 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

- 3) IAFFPD Conference
 - a) Motion to approve attendance at the IAFFPD Conference from September 15th - 18th, 2024
 - Chief M. Huneke requested approval to attend the IAFFPD Conference with Deputy Chief M. Hanson and Trustee T. Reynolds.
 - Office Manager P. Hall inquired as to if any other trustees wished to attend so she can register them for the conference. No other trustees stated that they will be attending.

M. Anderson made a motion to approve the expense and attendance of Chief M. Huneke, Deputy Chief M. Hanson and Trustee T. Reynolds at the IAFFPD Conference from September 15th - 18th, 2024. 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

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4) Fire Chief Summit

a) Motion to approve attendance at the Fire Chiefs Summit - January 2025

- Chief M. Huneke requested approval to attend the Fire Chiefs Summit with Deputy Chief M. Hanson. He noted that there is early bird registration at a discounted price of \$899.00 per person.

M. Anderson made a motion to approve the expense and attendance of Chief M. Huneke and Deputy Chief M. Hanson at the Fire Chiefs Summit in January 2025. 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

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

- None

Good of the Organization:

- The Board of Trustees congratulated the three new Battalion Chiefs on their promotions.

At 5:09 pm, L. Engberg 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