

Elburn & Countryside Fire Protection District
Board of Trustees Meeting
08/12/19

Date: August 12, 2019

To: President & Trustees

From: Administrative Assistant Pamela Hall

L. Engberg made a motion to approve Trustee Michael Anderson President Pro-Tempore. J. Armesy seconded the motion. It was voted on and approved.

Trustee M. Anderson called the Trustee Meeting to order at 4:15 pm with the following persons in attendance:

L. Engberg	M. Anderson	J. Armesy	A. Lee	J. Cluchey
M. Hanson	P. Hall	S. Flaherty	P. Panagakis	L. Herra
J. Miller	D. Czaruk	R. Seggebruch	M. Huneke	C. Elliott
M. DelMedico	M. Linden	R. Stevens	C. Groom	C. Mulvihill
B. Long	C. Hathaway	S. Coomes	A. Poynor	

Assistant Chief Hanson led the Board of Trustees in the Pledge of Allegiance.

Public Comment:

- None

Previous Meeting Minutes:

M. Anderson called for any additions or correction of the minutes from the July 8, 2019 meeting.

L. Enberg made a motion to accept the minutes. A. Lee seconded the motion. It was voted on and approved with a copy placed on file.

M. Anderson called for any additions or correction of the executive session minutes from the July 8, 2019 meeting.

A. Lee made a motion to accept the minutes and to keep the minutes closed. J. Armesy seconded the motion. It was voted on and approved with a copy placed on file.

M. Anderson called for any additions or correction of the minutes from the August 8, 2019 special meeting.

L. Enberg made a motion to accept the minutes. A. Lee seconded the motion. It was voted on and approved with a copy placed on file.

Treasurer's Report:

Administrative Assistant P. Hall presented the Treasurer's Report.

A. Lee made a motion to approve the August Treasurer's Report. J. Armesy seconded the motion. It was voted on and approved.

Approval of Bills:

The Purchase Journal was presented showing invoice expenses in the amount of \$241,885.40.

A. Lee made a motion to approve the bills. L. Engberg seconded the motion. It was voted on and approved.

President's Report

- None

Attorney Comments:

- Attorney Shawn Flaherty reviewed two bills that have been signed. One allows for a multi-state bidding organization and the other allows for bidding publications to be published in a weekly paper.
- Attorney Shawn Flaherty also noted that the ECFPD Board of Fire Commissioners is meeting tomorrow, August 13, 2019, to handle a disciplinary matter.

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Chief J. Cluchey Comments:

- a) Station Project Status
 - Chief Cluchey updated the Board of Trustees on open projects for the stations. He noted that locks at all three stations have been updated/changed.
 - Chief Cluchey presented the appraisal of Station #3 for review. A copy has been placed on file. He noted that the appraisal values the station at \$550,000.00.
- b) New Ambulance Status
 - Chief Cluchey noted that the new Medic is here. It was inspected today and the district is waiting on the state approval.
- c) New Engine Status
 - Chief Cluchey noted that Lt. M. Huneke & Mechanic C. Elliott went to New York to inspect the new engine. Lt. Huneke noted that they thoroughly inspected the new engine noting any discrepancies they saw in the construction. They were impressed by the progress made and construction of the new engine.
- d) Employee Request Discussion
 - Chief Cluchey informed the Board of Trustees that an employee has requested the district adopt an ordinance enacting the Peace Officer Fire Investigator Act. The Board of Trustees would like the attorney's input on this matter. It was agreed that further discussion will be needed. The agenda item was tabled.

Assistant Chief T. Haley Comments:

- a) Starcom Grant Update
 - Assistant Chief Haley was not present.
 - Chief Cluchey informed the Board of Trustees that Travis Lange will be taking a class on programming pagers and portables. Assistant Chief Hanson stated that there is still a delay in the infrastructure.

Assistant Chief M. Hanson

- a) Incident Reporting
 - Asst. Chief Hanson reviewed the incident report. He noted that some District 2 times are longer than normal due to running calls with the Tender. The Engine was out of service for repairs. He also noted that the reasons for extended response are being tracked and looking into. 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.)
 - Fire Marshal Schopp reviewed the Fire Prevention Bureau report. She noted that the district has been very busy with Pub Ed events (CPR Classes, Block Parties, Parades, etc...) again this month. A copy has been placed on file.
- 1) Administrative Assistant P. Hall
 - No report

Committee Reports:

- 1) Foreign Fire Insurance (FFI) Board Report
 - No report
- 2) Pension Board Report
 - M. Huneke informed the Board of Trustees that the pension fund has exceeded the \$10 million mark and the investment company is matching the investment guidelines.
 - a) ECFPD Pension Fund Compliance Exam

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- M. Huneke informed the Board of Trustees that the pension fund requested an extension on the state audit. He noted that ADP payrolls records take time to produce since we are no longer using ADP. All the other information that was requested has been submitted to the State of Illinois.

Old Business:

- Chief Cluchey informed the Board of Trustees that a make-up day is being scheduled with the photographer for the professional employee photos.
- Chief Cluchey also noted that Station #1 had a power surge due to a lightning strike. Areas affected were the HVAC system, elevator and a garage door opener. An insurance claim was submitted and approved with repairs completed.

New Business:

- 1) Swearing In Ceremony; Fire Commissioner Peter Panagakis
 - Chief Cluchey introduced Peter Panagakis to the Board of Trustees. Mr. Panagakis stated that he has been a resident in our district for 16 years and spoke of his family and his businesses. He also noted that he is honored to have been asked to serve the fire district.
 - Trustee M. Anderson performed the swearing in ceremony for Fire Commissioner Peter Panagakis.
- 2) 2019-2020 ECFPD Board of Trustees Meeting Schedule
 - a) Motion approve a revised 2019-2020 ECFPD Board of Trustees Meeting Schedule
- Discussion was held in regards to possibly changing the meetings from the second Monday of the month to the first Tuesday of the month. Trustees Anderson, Armesy and Engberg were in agreement. Trustee Lee has conflicting appointments and needs to look at his schedule more thoroughly before being able to make the commitment. The agenda item was tabled until next month for further discussion.

Good of the Organization:

- No Comments

At 4:40 pm, L. Engberg made a motion to adjourn. J. Armesy seconded the motion. It was voted on and approved.

Respectfully Submitted,
Pamela C. Hall, Administrative Assistant
Elburn & Countryside Fire Protection District