

Elburn & Countryside Fire Protection District
Board of Trustees Meeting
01/14/2025

Date: January 14, 2025

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	J. Armesy	M. Anderson	A. Lee	M. Huneke	M. Hanson
W. Thomas	P. Hall	D. Czaruk	L. Schopp	T. Lange	K. Suriano	J. Miller

Battalion Chief D. Czaruk led the Board of Trustees in the Pledge of Allegiance.

Public Comment:

- None

President Comments:

- Trustee T. Reynolds thanked everyone for participating in the Fire Buddies program.

Attorney Comments:

- No report

Chief M. Huneke Comments:

- a) Personnel Matters
 - Chief M. Huneke informed the Board of Trustees that the BOF Fire Academy kickoff began with 17 candidates.
 - Chief M. Huneke informed the Board of Trustees that an initial budget meeting was held. A follow-up meeting is scheduled for February 4th to discuss funding proposals for a new truck.
 - Chief M. Huneke informed the Board of Trustees that the Chiefs Summit was a good experience and great opportunity to network. Insights from the Highland Park Fire Chief were shared, highlighting lessons learned from a recent incident. The Chief's experiences regarding emergency response and hospital logistics were deemed beneficial for future training.

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. The department handled over 2,500 calls in the past year, with a notable increase in multiple simultaneous calls.
 - Deputy Chief M. Hanson also presented a draft annual report for review. He requested that the draft annual report will be reviewed for feedback before the next meeting.

Battalion Chief Comments:

- a) Training & Operations Update
 - No update
- b) EMS & Safety Update
 - No update
- c) Support Services Update

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- No update

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.
- Fire Marshal L. Schopp noted an emergency preparedness class for children had low attendance, indicating a need for better advertising. Future events will be planned in conjunction with local schools to enhance participation.

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 December 10th, 2024
- 2) Approve District Trustee Executive Session Minutes for December 10th, 2024
- 3) Approve Treasurers Report for December 2024
- 4) Approve the December bills in the amount of \$387,906.89
- 5) Approve Payroll Report for December 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
 - No report

Pension Board Report:

- Chief M. Huneke informed the Board of Trustees that the next pension board meeting is scheduled for January 20th, 2025.

Old Business:

- 1) Kaneland CUSD 302 and Kaneville Fire Department Update
 - No update
 - Deputy Chief M. Hanson informed the Board of Trustees that continued conversations are being held with Kaneville Fire Chief K. Tindell on billing for football games.
- 2) Sugar Grove Annexation
 - No update
- 3) LaFox Development Update

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- No update
- 4) EMS/MC Billing Update
 - Deputy Chief M. Hanson informed the Board of Trustees that there are ongoing issues with EMS billing.
 - Collections were discussed, including the need for a streamlined process. A report is being developed to clarify which accounts are being sent to collections.

New Business:

- 1) NIAFPD Annual Conference; January 31st - February 1st, 2025
 - a) Motion to approve participation at the NIAFPD Conference including registration fees, travel and lodging expenses
- Chief M. Huneke informed the Board of Trustees that the expenses associated with the NIAFPD Conference need to be approved.

M. Anderson made a motion to approve participation at the NIAFPD Conference including registration fees, travel and lodging expenses. 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

- 2) ECFPD Policy #1061-Benefits
 - a) Motion to ratify ECFPD Policy #1061-Benefits
- Chief M. Huneke presented ECFPD Policy #1061-Benefit to the Board of Trustees to review. A copy has been placed on file.

M. Anderson made a motion to ratify ECFPD Policy #1061-Benefits. 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) Turnout gear rental
 - a) Motion to ratify the rental of turnout gear in the amount of \$12,230.00
- Chief M. Huneke presented the rental of turnout gear proposal to the Board of Trustees to review. A copy has been placed on file. He noted that the turnout gear rental is for the 2025 BOF Academy candidates.

M. Anderson made a motion to ratify the rental of turnout gear in the amount of \$12,230.00. 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

- 4) Stryker Agreement
 - a) Motion to ratify the Stryker Agreement in the amount of \$12,209.40

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- Chief M. Huneke presented the service agreement for Stryker equipment, covering maintenance for four units, for the Board of Trustees to review. A copy has been placed on file.

L. Engberg made a motion to ratify the Stryker Agreement in the amount of \$12,209.40. 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 presented

Good of the Organization:

- No report

At 4:49 pm, J. Armesy made a motion to adjourn the meeting. M. Anderson seconded the motion. The meeting was adjourned by unanimous consent.

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