

Elburn & Countryside Fire Protection District
Board of Trustees Meeting
02/11/2025

Date: February 11, 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
S. Flaherty	P. Hall	T. Hall	L. Schopp	E. Daffron	A. Oliver	R. Seggebruch
S. Darlak	S. Ferris	M. Linden	A. Poynor			

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

Public Comment:

- None

Awards and Recognition:

- Chief M. Huneke & Deputy Chief M. Hanson presented Lt. Ryan Seggebruch and FF/PM Sean Darlak with the MABAS Humanitarian Service Medal for their response and relief efforts during Hurricane Milton in Florida. It was noted that the organization successfully mobilized an engine company quickly, demonstrating strong community support.

President Comments:

- Trustee T. Reynolds thanked Trustee J. Armesy for compiling a cyber security report.

Attorney Comments:

- Attorney S. Flaherty noted that new legislation is being monitored, with significant changes expected after the March meeting.

Chief M. Huneke Comments:

- a) Personnel Matters
 - No report

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.
 - Discussion was held in regards to the need to prioritize local district calls over mutual aid, with plans for upcoming meetings to address these issues.
- b) Annual Report
 - Deputy Chief M. Hanson presented the annual report for approval. He noted that the draft was revised and improved for clarity. The Board of Trustees has no objections to the final annual report and authorized publication. A copy has been placed on file.

Battalion Chief Comments:

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

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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 January 14th, 2024
- 2) Approve Treasurers Report for January 2025
- 3) Approve the January bills in the amount of \$365,992.41
- 4) Approve Payroll Report for January 2025

M. Anderson made a motion to approve consent agenda items #1 through #4. 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

Committee Reports:

- 1) Foreign Fire Insurance (FFI) Board Report
 - FFI President E. Daffron presented FFI expenditures to the Board of Trustees for approval.
 - i. Six Recliners \$4,732.57
 - ii. Kitchen equipment (Pots, Pans, Towels, etc...) \$2,762.70

A. Lee made a motion to approve FFI expenditures in the amount of \$7,495.27. 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

Pension Board Report:

- No report

Old Business:

- 1) Kaneland CUSD 302 and Kaneville Fire Department Update
 - No update
 - Chief M. Huneke informed the Board of Trustees that Kaneville Fire Department approved a four-month extension with Big Rock Fire for ambulance services.
- 2) Sugar Grove Annexation
 - No update
- 3) LaFox Development Update
 - No update
- 4) EMS/MC Billing Update

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- Chief M. Huneke and Deputy Chief M. Hanson informed the Board of Trustees that ongoing communication with EMS billing is challenging, but minor errors in reports have been identified and corrected to avoid collections. Data Specialist M. Walsh is working on resolving billing issues.
- 5) Any old business matters
 - None presented

New Business:

- 1) Certificate of Deposit renewal
 - a) Motion to ratify renewal of \$250,000.00 Certificate of Deposit with American Eagle Bank
- Chief M. Huneke informed the Board of Trustees that the district has a certificate of deposit with American Eagle Bank up for renewal. He noted that the CD was renewed for 6 months with a rate of 4.15% APY .

M. Anderson made a motion to ratify renewal of \$250,000.00 Certificate of Deposit with American Eagle Bank. 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 Pension Board Appointment
 - a) Motion to appoint a trustee to the ECFPD Pension Board
- Chief M. Huneke informed the Board of Trustees that Trustee A. Lee does not wish to be re-appointed for the trustee position on the pension board, prompting discussions about potential replacements.
- The agenda item was tabled until the March meeting
- 3) Executive Session Minutes
 - a) Motion to approve or deny release of executive session minutes
- Chief M. Huneke informed the Board of Trustees of their obligation to review and either approve or deny the release of executive session minutes.

T. Reynolds made a motion to deny the release of executive session minutes. J. Armesy seconded the motion. It was voted on and approved.

Roll Call Vote

5 Ayes
0 Nays
0 Absent

- 4) Destruction of tapes of Executive Session Minutes
 - a) Motion to approve or deny the destruction of tapes of executive session minutes more than 18 months old
- Chief M. Huneke informed the Board of Trustees of their obligation to approve or deny the destruction of tapes of executive session minutes more than 18 months old.

M. Anderson made a motion to approve the destruction of tapes of executive session minutes on and before August 11, 2023. A. Lee seconded the motion. It was voted on and approved.

Roll Call Vote

5 Ayes
0 Nays
0 Absent

- 5) Minimum wage increase
 - a) Motion to approve an increase in wages to meet the minimum wage standards for recruits

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- Chief M. Huneke informed the Board of Trustees that the minimum wage has increased to \$15.00 per hour. Recruit firefighter pay will be increased to meet the state minimum wage effective January 1.

M. Anderson made a motion to approve an increase in wages to meet the minimum wage standards for recruits. A. Lee seconded the motion. It was voted on and approved.

Roll Call Vote

5 Ayes
0 Nays
0 Absent

- 6) Firefighter Turnout Gear Washer Extractors; Station #2 & Station #3
- a) Motion to approve the purchase of two Firefighter Turnout Gear Washer Extractors in the amount of \$18,444.98
- Battalion Chief T. Hall presented a proposal for review from Haiges Machinery, Inc. in the amount of \$18,444.98 for the purchase of two Firefighter Turnout Gear Washer Extractors for Station #2 and Station #3. A copy has been placed on file. He noted that a base will potentially also need to be purchased for an additional \$595.00

A. Lee made a motion to approve the purchase of two Firefighter Turnout Gear Washer Extractors with the amount not to exceed \$19,634.98. J. Armesy seconded the motion. It was voted on and approved.

Roll Call Vote

5 Ayes
0 Nays
0 Absent

- 7) Station #1 LED Upgrades
- a) Motion to approve Station #1 LED upgrades in the amount of \$3,686.40
- Battalion Chief T. Hall presented a proposal created by M. Linden for review. He noted the LED upgrades will facilitate cost savings. A copy will be placed on file.
 - Lt. M. Linden addressed questions on the bay floor lights, warranty, and the T5 retro-lights noting the majority of the cost is covered by a Com Ed rebate.

M. Anderson made a motion to approve Station #1 LED upgrades in the amount of \$3,686.40. L. Engberg seconded the motion. It was voted on and approved.

Roll Call Vote

5 Ayes
0 Nays
0 Absent

- 8) Station #1 Masonry Repairs
- a) Motion to approve Station #1 Masonry Repairs in the amount of \$10,600.00
- Battalion Chief T. Hall presented a proposal from Injection & Waterproofing Systems, Inc. (IWS) for review. He noted that he is only currently seeking approval for waterproofing and brick repairs #1-4 of the proposal in the amount of \$10,600.00. The remainder of the repairs will be presented for approval at a later date. A copy of the proposal has been placed on file.

J. Armesy made a motion to approve Station #1 Masonry Repairs in the amount of \$10,600.00. L. Engberg seconded the motion. It was voted on and approved.

Roll Call Vote

5 Ayes
0 Nays
0 Absent

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

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- None presented

Good of the Organization:

- No report

Executive Session:

At 5:07 pm, Chief M. Huneke called an executive session pursuant to Section (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 5:07 pm, a motion to go into executive session was made by J. Armesy. L. Engberg seconded the motion. It was voted on an approved with a roll call vote.

Roll Call Vote

5 Ayes
0 Nays
0 Absent

At 5:18 pm, the executive session ended with a motion made by M. Anderson. A. Lee seconded the motion. It was voted on an approved with a roll call vote.

Roll Call Vote

5 Ayes
0 Nays
0 Absent

Action taken after executive session:

- None

At 5:20 pm, M. Anderson made a motion to adjourn the meeting. L. Engberg seconded the motion. The meeting was adjourned by unanimous consent.

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