

Elburn & Countryside Fire Protection District
200 East Route 38
Elburn, IL. 60119
Office: 630-365-6855 Fax: 630-448-1254

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DISTRICT TRUSTEE MEETING
06/10/2025

DATE: June 10th, 2025
TO: President & Trustees
FROM: Pamela C. Hall, HR Operations 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	A. Lee	M. Huneke	M. Hanson	S. Flaherty
P. Hall	C. Spitzock	S. Darlak	T. Hall	C. Lentz	C. Feltes	A. Oliver
B. Walter	S. Walter	J. Homon	L. Differding	B. Jarnotowski	A. Poynor	D. McHale
M. Estrella	N. Kraemer	J. Kunzer	D. Patzelt	S. Homon	E. Homon	E. Homon
B. Homon	P. Lin	A. Proust	S. Hanson	L. Schopp		

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

Public Comment:

- None

Final Annual Budget & Appropriation Ordinance #2025-01:

J. Armesy made a motion to open the Public Hearing for the Fiscal Year 2025-2026 Final Budget & Appropriation Ordinance # 2025-01. L. Engberg seconded the motion. It was voted on and approved with a roll call vote.

Roll Call Vote

4 Ayes
0 Nays
1 Absent

- Trustee Reynolds opened the public hearing.
- Chief M. Huneke reviewed some revisions to the budget with the Board of Trustees. Adjustments to the budget included a total increase of \$64,329.98 due to various line item changes. A copy of the revisions has been placed on file.
- Chief M. Huneke noted that the trustees have had an opportunity to review the budget & appropriation ordinance and inquired as to if they have any questions or revisions. The Board of Trustees had no additional revisions to the budget. A copy of the final budget has been placed on file.
- Trustee Reynolds called for any public comment. No comments were made.

A. Lee closed the Public Hearing for the Fiscal Year 2025-2026 Final Budget & Appropriation Ordinance # 2025-01. L. Engberg seconded the motion. It was voted on and approved with a roll call vote.

Roll Call Vote

4 Ayes
0 Nays
1 Absent

A. Lee made a motion to approve Final Annual Budget & Appropriation Ordinance # 2025-01. J. Armesy seconded the motion. It was voted on and approved with a roll call vote.

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Roll Call Vote

4 Ayes
0 Nays
1 Absent

Awards and Recognition:

- Deputy Chief M. Hanson & Battalion Chief C. Spitzcock recognized crew members for their life-saving efforts during a cardiac arrest incident on February 17th. Emergency responders, Battalion Chief Trevor Hall, FF/PM Joe Homon, FF/PM Andrew Oliver, FF/PM Steve Walter, FF/EMT Connor Lentz & FF/EMT Luke Differding from Gold Shift were recognized for their roles in the successful resuscitation and care of a local resident.

Presentations:

- 1) Station #5-Shodeen D. Patzelt
 - David Patzelt, President of Shodeen Group, presented an annexation plan for a 962-acre property in Camden Hills, proposing 900 residential units, including 100 townhome units.
 - The plan includes significant open space and restrictions on vehicular access from certain roads to minimize traffic issues.
 - Discussions were held regarding the preferred location for a new fire station along Bunker Road, considering access and traffic flow.
 - Discussion were held regarding management of Metra parking lots, similar to practices in Elburn and Geneva. There is uncertainty regarding the annexation of the LaFox train station property, a use agreement for FD access and snow removal and road maintenance.
 - The board was encouraged to provide feedback on the proposed site and any potential obstacles to the development.
- 2) Technology Updates & Cyber Security Systems – MCC Technology J. Kunzer
 - Jim Kunzer, President of MCC Technology, provided an overview of their layered cybersecurity approach, including endpoint detection and response software.
 - The organization is implementing managed detection response services and application control to monitor and protect critical systems. Regular spear phishing campaigns and cybersecurity training modules are being conducted to educate staff on security best practices.
 - MCC Technology has established a robust data backup system with on-site and off-site encrypted copies for quick recovery. In case of hardware failure, data restoration can typically be completed within 24 to 48 hours, depending on the situation.
 - A replacement program is being developed to phase out outdated equipment and maintain current technology standards. The strategy includes a tiered approach to replace high-performance machines while reallocating older machines for less demanding tasks.

President's Report:

- No report

Attorney Report:

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

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- He informed the Board of Trustees that House Bill 2409, House Bill 3388 & House Bill 2336 passed, while some smaller bills did not.
- Concerns were raised about the sustainability of the GEMT funds due to potential budget cuts. There are worries about the state's budget cuts affecting emergency medical transport funding, which has been a significant income source.

Chief M. Huneke Comments:

a) Personnel Matters

- Chief M. Huneke informed the Board of Trustees that service dog, Cinder, will be present for a certification test on Thursday at 1 o'clock.
- Chief M. Huneke informed the Board of Trustees that Jonathan Olson has accepted the full-time FF/PM position, starting June 30th, to replace the vacant Firefighter/Paramedic position. A swearing-in ceremony for FF/PM J. Olson and Cinder is scheduled for July 8th, with invitations being organized. Efforts have been made to invite retired members and local service dogs to the ceremony.
- He also noted that two recruits have accepted APT positions, filling immediate vacancies.
- Chief M. Huneke provided a vehicle status update. He noted that Tri-city ambulance borrowed our ambulance for five days due to mechanical issues with theirs. Engine 1032 is out of service due to a broken weld on the pump, and we are working with E-One to address warranty issues. Ongoing discussions with E-One regarding the warranty and repair of Engine 1032 are causing delays.
- He also stated that the station alerting warranty for ATX boxes expired before they were operational, but Tri-Com will cover replacements for the next 18 months.

Deputy Chief M. Hanson Comments:

b) Incident Reporting

- Deputy Chief M. Hanson reviewed the incident report with the Board of Trustees. A copy has been placed on file.

Battalion Chiefs Comments:

a) Support Services

- No report

b) Training & Operations

- No report

c) EMS & Safety updates

- 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.)
- Fire Marshal L. Schopp reviewed the Fire Prevention Bureau report with the Board of Trustees. A copy has been placed on file.

CONSENT AGENDA

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Consider any motions to remove any item from the 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 May 13th, 2025
- 2) Approve Treasurers Report for May 2025
- 3) Approve the May bills in the amount of \$469,264.95
- 4) Approve Payroll Report for May 2025

A. Lee 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

4 Ayes
0 Nays
1 Absent

COMMITTEE REPORTS

- 1) Foreign Fire Insurance Board Report
 - No report
- 2) Pension Board Report
 - Chief M. Huneke stated that Eric Daffron was voted on as the new pension board president.

OLD BUSINESS

- 1) Accounting software upgrade update
 - a) Motion to approve upgrading accounting software to BS & A Software with the amount not to exceed \$39,215.00
 - Chief M. Huneke stated that the administration would like to upgrade the districts' accounting software from Sage to BS & A Software. A proposal was presented for review. A copy has been placed on file.
 - He noted that the majority of the cost is attributed to project management setup fees.

A. Lee made a motion to approve upgrading accounting software to BS & A Software with the amount not to exceed \$39,215.00. L. Engberg seconded the motion. It was voted on and approved with a roll call vote.

Roll Call Vote

4 Ayes
0 Nays
1 Absent

- 2) Kaneland CUSD 302 and Kaneville Fire Department Update
 - Chief M. Huneke stated that he has met with both the Kaneville Chief Kevin Peterson and the school district and noted that there is no status change.
 - Chief M. Huneke also noted that a new development has been proposed with property in both our district and Kaneville's district. He stated that Fire Marshal L. Schopp recently attending a meeting on the development and requested that the fire codes adopted by our district be enforced for all structures and property for the Schneider development. All parties agreed.

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- 3) Sugar Grove Annexation
 - Chief M. Huneke presented the Board of Trustees with the Sugar Grove impact fee structure for their review. A copy has been placed on file. He noted that the impact fee structure adopted by Sugar Grove includes fees for single-family and multi-family homes.
 - Concerns were raised about the potential for inconsistent impact fees between different districts.
- 4) LaFox Development Update
 - Chief M. Huneke stated that the update was provided during the Shodeen presentation by President D. Patzelt.
 - Chief M. Huneke also noted that ongoing discussions with Campton Hills aim to establish a fair impact fee structure for future developments.
- 5) EMS/MC Billing Update
 - Chief M. Huneke stated that there are ongoing issues with UnitedHealthcare's billing narrative are being addressed with EMS|MC. Collections letters have been sent out, and the team is working to improve the billing process and communication with insurance providers.
- 6) Any old business matters
 - None

NEW BUSINESS

- 1) Any other new business matters or consideration of items removed from the consent agenda
 - None Presented

Good of the Organization:

- Chief M. Huneke proposed reducing the square footage requirement for sprinklers in day care & assisted living centers from 3,000 to zero to eliminate loopholes. He noted that the Fire Marshal supports this proposal. The Board of Trustees agreed to move forward with drafting the new requirement for review at the next meeting.

At 5:52 pm, J. Armesy made a motion to adjourn the meeting. L. Engberg seconded the motion. The meeting was adjourned by unanimous consent.

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