

DISTRICT TRUSTEE MEETING
03/10/2026

DATE: Tuesday, March 10th, 2026 **TIME:** 4:30 PM
TO: TRUSTEES, CHIEF OFFICERS, DISTRICT ATTORNEY & GENERAL PUBLIC
FROM: Pamela Hall, HR Operations Manager
LOCATION: Station #1, 200 East Route 38, Elburn, IL 60119

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

- | | | |
|---|--|--|
| <input type="checkbox"/> President T. Reynolds | <input type="checkbox"/> Secretary L. Engberg | <input type="checkbox"/> Treasurer M. Anderson |
| <input type="checkbox"/> Trustee J. Armesy | <input type="checkbox"/> Trustee A. Lee | <input type="checkbox"/> Chief M. Huneke |
| <input type="checkbox"/> Deputy Chief M. Hanson | <input type="checkbox"/> HR Operations Manager P. Hall | <input type="checkbox"/> Attorney S. Flaherty |

PUBLIC COMMENT

PRESIDENTS REPORT

ATTORNEY REPORT

STAFF REPORTS

- 1) Chief M. Huneke
 - a) Personnel Matters
 - b) Trustee Compensation
- 2) Deputy Chief M. Hanson
 - a) Incident Reporting
- 3) Battalion Chief
 - a) Support Services, Training, Operations, EMS & Safety updates
- 4) Fire Marshal L. Schopp
 - a) Fire Prevention Bureau
 - i. Project Status (Plan Reviews, Inspections, Etc.)
 - ii. Public Education (Classes, Special Events, Etc.)

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 February 3rd, 2026
- 2) Approve Treasurers Report for February 2026
- 3) Approve the February bills in the amount of \$
- 4) Approve Payroll Report for February 2026

COMMITTEE REPORTS

- 1) Foreign Fire Insurance Board Report
 - a) Foreign Fire Insurance expenditure list
 - i. Motion to approve/ratify Foreign Fire Insurance Expenditures
- 2) Pension Board Report

OLD BUSINESS

- 1) Sugar Grove Annexation
- 2) LaFox Development;
 - a) Attorney IGA Update and discussion
 - i. Motion to approve intergovernmental agreement
 - b) TIF Public Hearing April 7th, 2026
- 3) Fire Marshal Succession Plan
 - a) Motion to ratify hiring Thomas Freeman for the position of Fire Prevention Bureau Program Manager
- 4) Any old business matters

NEW BUSINESS

- 1) OMA & FOIA Officer; Annual compliance
 - a) Motion to appoint an OMA & FOIA Officer
- 2) 2026-2027 ECFPD Board of Trustees Meeting Dates
 - a) Motion to approve the 2026-2027 ECFPD Board of Trustees Meeting Dates
- 3) Intergovernmental Agreement with Village of Elburn; 2025-1211 Fire District IGA
 - a) Motion to approve the 2025-1211 Fire District Intergovernmental Agreement
- 4) ECFPD Purchasing & Procurement Policy #215 revisions
 - a) Motion to approve ECFPD Purchasing & Procurement Policy #215
- 5) Lease Agreement; Keifer Brothers Farms
 - a) Motion to approve a lease agreement for farming the Station # 4 property
- 6) Three Year Lawn Maintenance Contract
 - a) Motion to approve three-year lawn maintenance contract with Horticultural Specialties, Inc in the amount of \$18,380.00 annually
- 7) Yearly Preventative Maintenance Contract for all stations' HVAC and plumbing systems
 - a) Motion to approve yearly preventative maintenance contract with Fox Mechanical in the amount of \$13,030.00

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- 8) Surplus Equipment
 - a) Motion to approve the sale of &/or the disposal of surplus equipment
- 9) Turnout Gear
 - a) Motion to approve the purchase of five sets of turnout gear in the amount of \$19,525.00
- 10) Full time Firefighter/Paramedic position
 - a) Motion to approve hiring a Full time Firefighter/Paramedic
- 11) Northern Illinois Fire Protection Districts Conference – Follow up Discussion
- 12) Any other new business matters or consideration of items removed from the consent agenda
- 13) Motion to approve a Joint Review Board (JRB) Representative for Fire District for the La Fox Redevelopment Project Area.

EXECUTIVE SESSION

- 1) Motion to go into executive session

Pursuant to Section (2)(c)(1) of the Open Meetings Act (to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body, including hearing testimony on a complaint lodged against an employee to determine validity); 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).

Call the regular meeting back in session.

- 2) Consideration of any motions resulting from the executive session

GOOD OF THE ORGANIZATION

ADJOURNMENT

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