

Elburn & Countryside Fire Protection District
Board of Trustees Meeting
02/11/19

Date: February 11, 2019

To: President & Trustees

From: Administrative Assistant Pamela Hall

Trustee T. Reynolds called the Trustee Meeting to order at 4:30 pm with the following persons in attendance:

T. Reynolds	J. Childress	L. Engberg	M. Anderson	A. Lee
J. Cluchey	T. Haley	P. Hall	R. Britz	W. Thomas
L. Schopp	J. Lloyd	L. Herra	J. Armesy	T. Hall
A. Isberg	C. Lee			

Chief J. Cluchey led the Board of Trustees in the Pledge of Allegiance.

Public Comment:

- None

Previous Meeting Minutes:

T. Reynolds called for any additions or correction of the minutes from the January 14, 2019 meeting.

A. Lees made a motion to accept the minutes. M. Anderson 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.

L. Engberg made a motion to approve the January Treasurer's Report. J. Childress seconded the motion. It was voted on and approved.

Approval of Bills:

The Purchase Journal was presented showing invoice expenses in the amount of \$111,948.51.

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

President's Report

- Trustee Reynolds congratulated the ECFPD Team that completed the Fight for Air Climb.

Attorney Comments:

- No report

Staff Reports

1) Fire Chief J. Cluchey Comments:

a) Appreciation Dinner

- Chief Cluchey reminded the trustees that the annual Appreciation Dinner and Awards Ceremony will be held at Elburn Lions Park on March 2, 2019 and that they will need to RSVP by February 19, 2019 with their meal choice per guest attending.
- Discussion was held in regards to the Crown Community Development. Chief Cluchey noted that they withdrew their petition due to wide spread opposition to the project.
- Chief Cluchey informed the Board of Trustees that we are on budget with salaries. He stated that with overtime, 73.59% has been spent of the salary budget this fiscal year.
- Chief Cluchey informed the Board of Trustees that a candidate that had been offered a conditional offer of employment has been disqualified. The next candidate has been sent a letter with a conditional offer of employment. He also noted that there is only one more candidate on the list before the district will need to go back to the candidates that took a bye and then the list will be exhausted. The open position has been filled with an agreement by the union utilizing POC's if necessary.

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- Chief Cluchey informed the Board of Trustees that Greenfields of Geneva published an article on the Lucas Device.
- 2) Assistant Chief T. Haley Comments:
 - a) Grant Update
- Assistant Chief Haley informed the Board of Trustees that there is nothing new to report. The equipment is on except for the pagers.
- 3) Assistant Chief M. Hanson
 - a) Incident Reporting
 - b) Service Delivery Objectives/Response Procedures/Draft Box Cards Update
- Assistant Chief Hanson was not present. The Board of Trustees reviewed the incident report. A copy has been placed on file.
- 4) Fire Marshal Comments:
 - a) Fire Prevention Bureau
 - i. Project Status (Plan Reviews, Inspections, Etc.)
 - ii. Public Education (Classes, Special Events, Etc.)
- The Board of Trustees reviewed the Fire Prevention Bureau report. A copy has been placed on file.
- 5) Administrative Assistant P. Hall
 - No report

Committee Reports:

Foreign Fire Insurance (FFI) Board Report:

- 1) Foreign Fire Insurance expenditure list
 - a) Motion to approve Foreign Fire Insurance Expenditures
- No report
- 2) Pension Board Report
 - No report

Old Business:

- 1) Station #2 Energy Efficiency Program Lighting Project and Additional Expenditure Approval
 - a) Motion to approve Station #2 Energy Efficiency Program Lighting Project and Additional Expenditures
- Chief Cluchey informed the Board of Trustees that the board had approved \$7,217.32 to upgrade LED lighting at Station #2 based on the Commonwealth Edison grant. The grant expired and Chief Cluchey is seeking approval for a new amount of \$8,742.68.
- Trustee Lee inquired as to why the project was not completed before the grant expired. Chief Cluchey stated that it was a timing issue.

M. Anderson made a motion to ratify the agreement with MT Kelley Electric and Commonwealth Edison with the amount not to exceed \$9,000.00. L. Engberg seconded the motion. It was voted on and approved.

New Business:

- 1) Cancer Awareness Presentation
 - Chief Cluchey stated that Cancer Awareness was a topic of interest at the NIAFPD Conference. He also noted that Lt. Lloyd is our Health and Safety Officer and is in charge of the Safety Committee.
 - Lt. Lloyd provided a presentation on Cancer Awareness. A copy of the presentation has been placed on file.
 - Discussion was held in regards to our exposure being different than other departments.
 - Trustee Lee inquired as to how many sets of gear we can wash at a time. Lt. Lloyd stated 2 sets with it taking approximately 4 hours per set to wash and dry.

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- Trustee Lee inquired as to if Foreign Fire Insurance funds (FFI) can be used to purchase more PPE. Possibly replace 5-6 sets per year. Chief Cluchey stated no and that the district will struggle with replacement of gear due to SCBA requirements. In 2020, it will cost approximately \$250,000.00 to replace SCBA equipment.
 - Chief Cluchey noted that the district will look into gear washing options in the future. He also noted that grants may be an option and need to be looked into
- 2) Ordinance No. 2019-01: Amending Fire Prevention Ordinance No. 2017-2
- a) Motion to approve Ordinance No. 2019-01: Amending Fire Prevention Ordinance No. 2017-2
 - Fire Marshal L. Schopp reviewed Ordinance No. 2019-01: Amending Fire Prevention Ordinance No. 2017-2. She noted the changes in the solar code referring to the National Electric Code.
 - Discussion was held on corrugated gas tubing. Fire Marshal Schopp reviewed the section on corrugated gas tubing requirements and installation as well as a form to take liability.

A. Lee made a motion to approve Ordinance No. 2019-01: Amending Fire Prevention Ordinance No. 2017-2. M. Anderson seconded the motion. It was voted on and approved with a copy placed on file.

Good of the Organization:

- No comment.

At 5:15 pm, J. Childress made a motion to adjourn. L. Engberg seconded the motion. It was voted on and approved.

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