

Elburn & Countryside Fire Protection District
Board of Trustees Meeting
11/02/2021

Date: November 2nd, 2021

To: President & Trustees

From: Fire Marshal Lisa Schopp

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

T. Reynolds	J. Armesy	M. Anderson	A. Lee	J. Cluchey	M. Hanson
M. Huneke	S. Flaherty	L. Schopp	L. Herra	T. Hall	

LeRoy Herra led the Board of Trustees in the Pledge of Allegiance.

Public Comment:

- No comment

President's Report:

- No report

Attorney Comments:

- Discussion on Bill 220 and Right of Conscious Act. General Assembly passed with exception that COVID testing and vaccine are not included in Act.

Chief J. Cluchey Comments:

- 1) Website & Domain Update
 - No report on website. Some hiccups with domain name, spam is blocking some emails.
- 2) Personnel Matters
 - Chief Cluchey informed the Board of Trustees that an executive session will be needed.
 - Discussion on APT program, EMT Class and next BOF Class starting in January. Chief Cluchey stated he would like to use a different background company. It would cost \$200 per candidate. Chief Cluchey stated other fire departments have expressed interest in sending their people to us for the BOF class. It would be \$2,000 per candidate plus books.

Assistant Chief M. Hanson Comments:

- a) Incident Reporting
 - Assistant Chief M. Hanson presented the Board of Trustees with the incident report for their review. A copy has been placed on file. Assistant Chief M. Hanson stated running multiple calls is up 10%. Discussion on responses with Mutual Aid towns.

Assistant Chief M. Huneke Comments:

- a) Operations Update
 - Assistant Chief M. Huneke informed the Board of Trustees that reimbursement from Rockton will be \$6,000 and reimbursement from IDA will be \$58,000.
 - Assistant Chief M. Huneke noted that St. Charles Fire Department hosted auto aid training this past month. Auto aid training is needed for ISO. He stated this will continue. Assistant Chief M. Huneke stated there are 11 internal candidates that will be participating in the Advanced Firefighter Class. The class should be completed by 12/10.

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b) Fleet Maintenance Updates

- Assistant Chief M. Huneke informed the Board of Trustees that the Fire Marshal's car has been built, and will arrive in 1-2 weeks. Lights, etc., are already here and can be installed right away.
- Assistant Chief M. Huneke also stated that they are still waiting on the command box for the new duty car. Command box has been delayed until Jan/Feb. Assistant Chief M. Huneke stated he is looking at other companies to see if they can provide a command box quicker. Tahoe will be heading out for lettering on 11/10.

c) Station Maintenance Updates

- Assistant Chief M. Huneke informed the Board of Trustees that he received a letter from EVI regarding concrete at Station One. Assistant Chief M. Huneke is working on it.

d) Wooley Rd. Property

- i. Discussion on Wooley Rd. property listing.
- ii. Motion to approve reducing the list price of the Wooley Rd. property
- Listed at \$225,000, advised to drop to \$200,000.

M. Anderson made a motion to approve reducing the list price to \$200,000.00 for the Wooley Road property. 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

Fire Marshal Comments:

a) Fire Prevention 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. Discussion on all the pub ed events in the past month. Discussion on road closure at Main Street Road and Route 47. Discussion on Route 47 by new Lennar Subdivision. Discussion on changes at gas station on corner of Route 64 and Route 47.
- iii. Service Delivery Objectives Presentation
- Fire Marshal L. Schopp provided a presentation to the Board of Trustees on Service Delivery Objectives.

M. Anderson made a motion to approve the Service Delivery Objectives as presented by Fire Marshal L. Schopp. 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

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.

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Motion to approve consent agenda items # 1 through # 4

- 1) Approve District Trustee Minutes for October 5th, 2021
- 2) Approve Treasurers Report for October 2021
- 3) Approve bills in the amount of \$224,871.44
- 4) Approve Payroll Report for October 2021

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

<u>4</u>	Ayes
<u>0</u>	Nays
<u>1</u>	Absent

Committee Reports:

- 1) Foreign Fire Insurance (FFI) Board Report
 - No report
- 2) Pension Board Report
 - Assistant Chief M. Huneke informed the Board of Trustees that the pension fund is 84.7% funded. The funds were transferred to the State of Illinois, but will remain status quo due to a 6 months extension. Discussion on pension.
 - Assistant Chief M. Huneke also stated we will have pension fund costs.

Old Business:

- 1) Any old business matters
 - None

New Business:

- 1) Lauterbach & Amen Annual Audit Report
 - a) Motion to approve annual audit report
- Jen Martinson thanked Office Manager P. Hall, Office Asst. M. Morris and Chief J. Cluchey for their help with the audit. A copy of the audit has been placed on file. Jen Martinson stated that on page 58-59, revenues were increased and expenditures were decreased. Discussion held on new standard on leases in two years. Discussion held on moving capital funds to operational reserve checking account which gains more interest. Attorney S. Flaherty stated since it is not bond money, it is okay to move.

M. Anderson made a motion to approve the annual audit report as presented by Lauterbach & Amen. A. Lee seconded the motion. It was voted on and approved with a roll call vote.

Roll Call Vote

<u>4</u>	Ayes
<u>0</u>	Nays
<u>1</u>	Absent

- 2) Health Insurance Renewal
 - a) Motion to approve Health Insurance Renewal

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- Chief Cluchey stated we are due to renew with One Digital. Chief Cluchey stated we will stick with the same plans, and that the updated renewal will be no more than 16%. Chief Cluchey also stated Blue Cross Blue Shield sets the dollar amount. Chief Cluchey stated open enrollments meetings with employees will be conducted next week.

J. Armesy made a motion to approve the health insurance renewal with One Digital. M. Anderson seconded the motion. It was voted on and approved with a roll call vote.

Roll Call Vote

4 Ayes
0 Nays
1 Absent

3) FY 2022-2023 Pension Levy Request

a) Motion to approve a pension levy amount for FY 2022-2023

- Discussion held on increasing pension levy amount. Letter from Attorney Marzullo attached. Attorney S. Flaherty stated the pension is state-wide, not state run. He stated it should be run like IMRF.
- Discussion also held in regards to the 2022-2023 Total Levy request which will be voted on at the December meeting. Chief Cluchey stated that the levy will not exceed \$7.132 million.

M. Anderson made a motion to approve a pension levy in the amount of \$874,588.00 for FY 2022-2023. 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

4) 2013 Tahoe command car (Fleet ID #1018)

a) Motion to declare the 2013 Tahoe command car surplus property

A. Lee made a motion to declare the 2013 Tahoe command car surplus property. M. Anderson seconded the motion. It was voted on and approved with a roll call vote.

Roll Call Vote

4 Ayes
0 Nays
1 Absent

b) Motion to approve the sale of the 2013 Tahoe command car

- Discussion on listing vehicle for sale

A. Lee made a motion to the sale of the 2013 Tahoe command car. M. Anderson seconded the motion. It was voted on and approved with a roll call vote.

Roll Call Vote

4 Ayes
0 Nays
1 Absent

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

Executive Session:

At 5:45 pm, Assistant Chief J. Cluchey called an 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) and/or Section (2)(c)(11) of the Act (pending probable or imminent litigation).

At 5:46 pm, a motion to go into executive session was made by J. Armesy. M. Anderson seconded the motion.

Roll Call Vote

4 Ayes
0 Nays
1 Absent

In attendance:

J. Cluchey M. Hanson M. Huneke T. Reynolds J. Armesy A. Lee M. Anderson
S. Flaherty

At 6:05 pm, the executive session ended with a motion by T. Reynolds. M. Anderson seconded the motion.

Roll Call Vote

4 Ayes
0 Nays
1 Absent

Good of the Organization:

- No Comment

At 6:08 pm, M. Anderson made a motion to adjourn. J. Armesy seconded the motion. It was voted on and approved.

Respectfully Submitted,
Lisa Schopp, Fire Marshal
Elburn & Countryside Fire Protection District