

Elburn & Countryside Fire Protection District
Board of Trustee's District Meeting
04-11-11

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Date: April 11, 2011

To: President & Trustees

From: Administrative Assistant

President J. Feece called the Trustee Meeting to order at 5:01 pm with the following persons in attendance:

J. Feece	T. Reynolds	R. Weber	P. Hall	K. Callaghan
T. Haley	C. Hanson	B. Thomas	A. Isberg	M. Hanson
R. Stevens	M. Zoch	C. Garon		

Public Comment:

No comment

Previous Meeting Minutes:

J. Feece called for any additions or correction of the minutes from the previous month's meeting. T. Reynolds made a motion to accept the minutes. R. Weber seconded the motion. It was voted on and approved with a copy placed on file.

R. Weber made a motion to accept the executive session minutes from March 7, 2011 as presented. T. Reynolds 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.

T. Reynolds made a motion to approve the Treasurer's Report. R. Weber seconded the motion. It was voted on and approved.

Trustee Reynolds noted the increase in sick time once again this month and his concern that the use of sick time may be abusive. Trustee Weber stated that this is a benefit that was negotiated already and cannot be denied. Trustee Reynolds states that he is aware of this but is still concerned that sick time may be abusive and used as additional personal time instead of the intended use for personal/family illness or injury.

Approval of Bills:

The Purchase Journal was presented showing invoice expenses from March 8, 2011 – April 11, 2011 in the amount of \$168,213.19.

T. Reynolds made a motion to approve the bills. R. Weber seconded the motion. It was voted on and approved.

Fire Marshal A. Isberg Comments:

- 1) Appeal for Modification of Fire Code; La Fox Museum
 - a) Motion to approve modification of fire code
 - Fire Marshal A. Isberg informed the Board of Trustees that he has received an appeal for modification of the fire code. The petitioner, Mike Zoch, was present at the meeting to address the board. The appeal for modification is for the La Fox Museum Corp., 1N298 LaFox Rd., LaFox, IL. A copy of the appeal has been placed on file.
 - Fire Marshal Isberg reviewed the fire code and stated that the petitioner is requesting a five year delay of water supply after all construction is completed. The International Fire Code NFPA 1142

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adopted by the district requires new developments or new construction have underground tanks or pond/water supply at the time of completion. He stated that the district's past history of structure fires in a rural setting proves the need for water supply.

- Fire Marshal Isberg stated that the property is owned by Kane County and the petitioner's company is in charge of restoring the grain elevator and opening to the public. The equipment will be displayed outside with the intention of constructing a new building and moving the equipment inside. The petitioner is requesting a postponement until fire hydrants are installed by the county for the new development in progress. Fire Marshal Isberg stated that the appeal is for the total site not just the one structure.
- Trustee Feece inquired as to if the museum has a sprinkler system. Fire Marshal informed the board that no, it does not. A fire alarm system is required and installed. Trustee Feece stated that he has concerns due to the existing structure currently being filled with displays for public viewing. Once open to the public, this will put visitors at risk including students on field trips and firefighters in the event of a fire. This is an open structure with no fire stops.
- Trustee Feece inquired as to if there are provisions for Metra. Fire Marshal Isberg stated there are none due to the old fire code in 1993. The Metra building is an open platform, warming house and not large enough to require water supply.
- The Board of Trustees inquired with Fire Marshal Isberg as to his recommendation. Fire Marshal Isberg stated that a five year delay of water supply is unreasonable. 27,071 gallons of water is the minimum need and the fire code requires 30,000 (30 minutes of water). The Settlements of LaFox is not a guarantee. He also stated that there are no provisions to provide fire protection in the appeal. Other structures have complied with the fire code. The museum is located at the end of a long lane which is a dead end. Apparatus will be limited and this poses a greater risk.
- Petitioner M. Zoch inquired as to if all businesses will have the same stipulations and used some businesses in the industrial park as his example. Fire Marshal Isberg explained that an occupancy change from S1, Storage, to Assembly is what creates the need for new fire code requirements.

R. Weber made a motion to deny the appeal for modification of fire code for the La Fox Museum Corp., 1N298 La Fox Rd., LaFox, IL. T. Reynolds seconded the motion. It was voted on and approved.

Fire Chief K. Callaghan Comments:

- 1) ECFPD Pension Board Members
 - Chief Callaghan informed President Feece that two individuals need to be appointed to the pension board annually. Trustee Feece appointed Treasurer Thomas Reynolds and Fire Chief Kelly Callaghan to the Elburn & Countryside Fire Protection District Pension Board.

R. Weber made a motion to approve the appointment of Treasurer Thomas Reynolds and Fire Chief Kelly Callaghan to the Elburn & Countryside Fire Protection District Pension Board. T. Reynolds seconded the motion. It was voted on and approved.

- 2) Storage Shed
 - a) Motion to approve storage shed
 - Chief Callaghan informed the Board of Trustees that there is a need for a storage shed at Station Two. He is recommending a 12' X 16' shed with horizontal vinyl siding to match the station at the cost of no more than \$5,350.00.

T. Reynolds made a motion to approve up to \$5,350.00 for a storage shed at Station Two. R. Weber seconded the motion. It was voted on and approved

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Fire Chief K. Callaghan Comments:

- 3) Brush Truck
 - a) Motion to approve sale of Brush Truck
 - Chief Callaghan stated that a bid was received by BP Apparatus on the 1991 Brush Truck for the full price of \$7,000.00. He also informed the Board of Trustees that the new brush truck will be done in the next week and needs to be lettered before it goes into service.

T. Reynolds made a motion to approve the sale of the 1991 Brush Truck for \$7,000.00. R. Weber seconded the motion. It was voted on and approved.

- 4) Preliminary 2011-2012 Budget
 - Chief Callaghan presented copies of the preliminary 2011-2012 ECFPD budget for the Board of Trustees to review. He asked that they review the budget and contact him with any questions they may have. He also stated that a few changes may be needed and if necessary, he will email a revised budget to the trustees before the next meeting.
- 5) Fox River & Countryside Fire Rescue Auto Aid
 - Chief Callaghan stated that the Fox River & Countryside Fire Rescue District will go into effect in May 1, 2011. They are requesting automatic aid from our district. Currently, we respond to anything west of the river when general alarms are confirmed. An engine is sent to St. Charles Station Three and if it is a rural fire address, we send a tender after we obtain stand bys.
 - The Fox River & Countryside Fire Rescue District is requesting an engine or tender. An engine only in water supply areas only and a tender in rural locations. For Route 64 south, they are requesting a second engine for any response where a second engine is needed.
 - Assistant Chief Haley stated that the district should request a list of responses from them with types of calls.
 - Trustee Weber inquired as to the commitments of other districts. Chief Callaghan stated that he has not heard of anything at this time. Trustee Weber stated that he has concerns with providing automatic aid. He feels a two man engine is asking for problems and their personnel is untrained, unprofessional and lacking in experience and exposure. He does not feel the district should grant approval of automatic aid to the Fox River & Countryside Fire Rescue District.
 - Chief Callaghan stated that if there is a fire, he does not want to leave someone behind. When our district has a need for help, we request it. He agrees that the judicial center has too large of an amount of calls for us to assist with. He would like to provide an engine only and review the rest.
 - Chief Callaghan stated that he will inquire with the surrounding districts on what they have chosen to do in regards to automatic aid with the Fox River & Countryside Fire Rescue District for further discussion.
- 6) Part Time and Administrative Personnel Agreements
 - a) Motion to approve Part Time and Administrative Personnel Agreements
 - Chief Callaghan stated that he would like to discuss the Part Time and Administrative Personnel Agreements in closed session.
- 7) Economic Statements
 - Chief Callaghan reminded the Board of Trustees to complete their Economic Statements and return them to Kane County by the deadline.

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8) Levy Amount approval from Kane County

- Chief Callaghan informed the Board of Trustees that the district's levy amount applied for was \$5,877,000.00. Kane County approved a levy amount of \$5,845,000.00.

Assistant Chief T. Haley of Fire Operations Comments:

1) Review Incident Report for District

- Assistant Chief T. Haley presented the Firehouse Incident Report for March 2011 listing the incidents that the district has been dispatched for. The report is broken down into mutual aid incidents as well as incidents per quadrant of the district. In March 2011, there were 16 incidents North, 22 incidents South, 47 incidents Center and 19 incidents Mutual Aid for a total of 104 incidents. Year to date, there have been 322 incidents.
- In the month of March 2011, Ambulance 321 responded to 45 incidents versus Ambulance 352 responding to 22 incidents. There were 198 EMS incidents in March 2011 versus 187 in March 2010.

2) Ambulance Update

- Assistant Chief Haley informed the Board of Trustees that he will do the final inspection of the new ambulance before the end of the week. The new ambulance should be here within 7-14 days. Radio installation and driver training will be needed. It will be the middle of May before the vehicle goes into service and it will run out of Station Two.

Foreign Fire Insurance Board

- No expenditures presented

Attorney R. Britz Comments:

- Attorney B. Thomas stated that their law firm and the Village of Elburn are hosting a Trustees Orientation on May 7, 2011 if anyone is interested in attending. It will take place at 9:00 am at the Village Hall. It will be approximately one hour long and review job duties, basic financial and Open Meetings Act information. No district business will be discussed. It is a learning tool of general questions and open to the public.

Administrative Assistant Comments:

1) Certificate of Deposit

- Administrative Assistant P. Hall informed the Board of Trustees that the certificate of deposit funds were deposited in the savings account in March. The savings account is at the highest tier rate which is yielding 0.85%. Short Term CD interest rates are not higher than the saving account interest at this time.

T. Reynolds made a motion to leave the certificate of deposit funds in the saving account. R. Weber seconded the motion. It was voted on and approved.

2) 2011-2012 ECFPD Board of Trustees Meeting Dates

- a) Motion to approve the 2011-2012 Elburn & Countryside Fire Protection District Board of Trustees Meeting Dates.
 - Administrative Assistant P. Hall presented the 2011-2012 Elburn & Countryside Fire Protection District Board of Trustees Meeting Dates for approval and signature.

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T. Reynolds made a motion to approve the 2011-2012 Elburn & Countryside Fire Protection District Board of Trustees Meeting Dates. R. Weber seconded the motion. It was voted on and approved.

Other Concerns:

- 1) ECFPD Website
 - Trustee Reynolds informed Chief Callaghan that the district website needs to be updated to include the new Assistant Chief of EMS, safety tip changes, etc...

Executive Session:

At 6:34 pm, Chief Callaghan 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)(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 6:34 pm, a motion to go into executive session was made by R. Weber. T. Reynolds seconded the motion

Roll Call Vote	3	Ayes
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	0	Nays
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	0	Absent
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In attendance:

K. Callaghan	T. Haley	C. Hanson	P. Hall	J. Feece
R. Weber	T. Reynolds	B. Thomas		

At 7:05 pm, the executive session ended with a motion by T. Reynolds. R. Weber seconded the motion. It was voted on and approved.

R. Weber made a motion to proceed from Step 2 to Step 3 of the Grievance 2011-02 dated 02/07/11 submitted by grievant, Lt. Michael Huneke. T. Reynolds seconded the motion. It was voted on and approved.

Public Comment:

No comment

At 7:06 pm, T. Reynolds made a motion to adjourn. R. Weber seconded the motion. It was voted on and approved.

Respectfully Submitted,

Pamela C. Hall
Administrative Assistant
Elburn & Countryside Fire Protection District