

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

Date: August 3, 2009

To: President & Trustees

From: Administrative Assistant

J. Feece called the Trustee Meeting to order at 5:07 pm with the following persons in attendance:

T. Reynolds	J. Feece	P. Hall	T. Haley	R. Britz
B. Thomas	M. Huneke	D. Oliver	W. Brauer	S. Schmidt

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 with the correction made. J. Feece seconded the motion. It was voted on and approved with a copy placed on file.

T. Reynolds made a motion to accept the executive session minutes as presented. J. Feece 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. J. Feece seconded the motion. It was voted on and approved.

Approval of Bills:

Administrative Assistant P. Hall noted that the purchase journal showing invoice expenses from July 14, 2009 – August 3, 2009 in the amount of \$83,020.92 is the correct amount versus the amount listed on the agenda.

The Purchase Journal was presented showing invoice expenses from July 14, 2009 – August 3, 2009 in the amount of \$83,020.92. T. Reynolds made a motion to approve the bills. J. Feece seconded the motion. It was voted on and approved.

BANK PRESENTATION; American Bank & Trust W. Brauer

1) Investment options

- American Bank & Trust Vice President William Brauer introduced American Bank & Trust Vice President of Trust & Investment Services Jeffrey Schmidt to the Elburn & Countryside Fire Protection District Board of Trustees.
- American Bank & Trust Vice President of Trust & Investment Services Jeffrey Schmidt addressed the board in regards to the investment options for the two Certificates of Deposit that have matured. As previously discussed at the last trustees meeting, certificates of deposit interest rates are very low at this time and a request was made for other options.
- J. Schmidt presented information in regards to Federal Adjustment Rate Securities Funds that have an overall Morningstar Rating of Five Stars which is backed by the government. Federal Adjustment Rate Securities Funds are designed to provide a consistent, solid return.

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BANK PRESENTATION; American Bank & Trust W. Brauer continued:

- The Federal Adjustment Rate Securities Fund seeks to provide investors with current income consistent with minimal principal volatility. To pursue its objective, the fund invests in adjustable and floating rate mortgage securities.
- J. Schmidt explained that currently this fund has a higher rate of return than a Certificate of Deposit. (1.4% versus 2.14%) One of the benefits is the liquidity of funds, within 5 days, versus being locked into a certificate of deposit until the maturity date.
- J. Schmidt also informed the board that the trust department charges a fee for their services. An agency agreement would be needed for investment of funds.
- Assistant Chief T. Haley asked if the district could lose money on the funds that were invested in the Federal Adjustment Rate Securities Fund. J. Schmidt explained that there is always a possibility due to fluctuating rates. Bond prices are sensitive to changes in interest rates and a rise in interest rates can cause a decline in prices.
- American Bank & Trust Vice President William Brauer confirmed that the CDARS program that the funds were invested in before maturing is a guaranteed, safe investment for the district. The CDARS Program is FDIC insured.
- Attorney R. Britz stated that the district is bound by the Public Funds Investment Act. He will provide the information in regards to this investment act to American Bank & Trust Co so they can research and confirm that an investment such as presented is allowed.
- The trustees agreed to table the agenda item until the next trustees meeting. At that time, more information will be presented and a decision made on the investment of the Capital Reserve funds.

Fire Chief K. Callaghan Comments:

- Fire Chief Callaghan was not present due to vacation.

Assistant Chief W. Stevens of Emergency Medical Services Comments:

- Assistant Chief W. Stevens was not present due to illness.

Assistant Chief T. Haley of Fire Operations Comments:

1) Update on Workers Compensation Insurance

- Assistant Chief T. Haley represented Assistant Chief W. Stevens in regards to this agenda item.
- T. Haley informed the Board of Trustees that Assistant Chief W. Stevens researched an insurance company to provide the district with Workers Compensation Insurance as requested by the Board of Trustees at the last trustees meeting. Assistant Chief W. Stevens recommends Agent Rich Moss from Corkill Insurance as the agent for Illinois Public Risk Fund workers compensation insurance. Corkill Insurance is the district's agent for health and dental insurance.
- Assistant Chief T. Haley presented a letter from Mesirow Financial that Trustee T. Reynolds had presented to him just before the meeting. Mesirow Financial's Insurance Services Division states that they are also agents for Illinois Public Risk Fund workers compensation insurance.
- Assistant Chief T. Haley explained that the district is covered until December 2009 but the contract needs to be negotiated in August at the latest to receive the best rates from IPRF. Trustee. He also explained that without an agent, the district can not negotiate with IPRF.
- T. Reynolds requested this agenda item be tabled until the next trustees meeting due to getting quotes from Corkill Insurance and Mesirow Financial for comparison.

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Assistant Chief T. Haley of Fire Operations Comments continued:

2) Old Station Generator to Blackberry Township

- Assistant Chief T. Haley informed the trustees that Blackberry Township is interested in purchasing the old generator. Discussion was held in regards to the value of the generator. The original purchase price was \$2,200.00 and the unit is twenty years old. The trustees determined that the generator does not have a high resale value.
- Trustee T. Reynolds suggested the district donate the generator to Blackberry Township. Attorney R. Britz confirmed that the district can do so under the Transfer Act. An agreement releasing the district from any liability will be drawn up and the unit can then be transferred into their possession.

A motion was made by T. Reynolds to donate the generator to the Blackberry Township. J. Feece seconded the motion. It was voted on and approved.

3) Old Trailer sale

- Assistant Chief T. Haley informed the trustees that the new utility trailer has been purchased. The old trailer is no longer needed. Assistant Chief Haley requested the trustees determine if they would like to sell the old trailer and provide a sale price. Discussion was held in regards to the value of the old trailer. It was determined that the trailer does not have a high resale value.
- The trustees agreed to allow district personnel to bid on the trailer with no minimum bid required.

A motion was made by T. Reynolds to sell the old utility trailer to the highest bidder. J. Feece seconded the motion. It was voted on and approved.

4) Lily Lake Update

- Assistant Chief T. Haley informed the trustees that Chief Callaghan had received an email from the Village of Lily Lake President J. Heffernan. She stated that the Village of Lily Lake Board of Trustees is ready to proceed with land acquisition and have a lock in land agreement for Station Three property.
- Assistant Chief T. Haley requested the trustees decide how they would like to proceed. He informed the trustees that the site is not ready to build on due to no roads or utilities. Trustee T. Reynolds requested they meet with the Village of Lily Lake President on the site.
- Discussion was held in regards to the land and if there are any restrictions on resale of the property if the district chooses not to build on it. Discussion was also held in regards to the Campbell Farm property on Wooley Rd. Trustee J. Feece stated that the return on hundreds of acres versus one or two acres is higher. Trustee J. Feece and Trustee T. Reynolds requested Attorney R. Britz research the possibility of the district purchasing the farm and buildings including hundreds of acres of land.
- A special meeting will be called when a date and time can be scheduled with the Village of Lily Lake President Jesse Heffernan. The board will meet with her on site to view the property.

5) Review Incident Report for District

- Assistant Chief T. Haley presented the Firehouse Incident Report for July 2009 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 July 2009, there were 21 incidents North, 30 incidents South, 31 incidents Center and 14 incidents Mutual Aid for a total of 96 incidents.
- Year to date, 758 calls compared to 798 in 2008. A copy of the report has been placed on file. In the month of July 2009, Ambulance 351 responded to 36 incidents vs. Ambulance 352 responding to 26 calls.

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Assistant Chief T. Haley of Fire Operations Comments continued:

6) Pension Distribution

- Assistant Chief T. Haley informed the trustees that the district budgeted \$270,893.00 for pension contributions. He requested the district transfer the funds to the pension fund for investment.

A motion was made by T. Reynolds to approve the distribution of pension contributions in the amount of \$270,893.00 to the Elburn & Countryside Fire Protection District Pension Fund. J. Feece seconded the motion. It was voted on and approved.

Attorney R. Britz Comments:

No report

Administrative Assistant Comments:

No Comment

Other Concerns:

None

Executive Session:

At 5:55 pm, Assistant Chief Tate Haley called an executive session for "collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees" 5 ILCS 120/2 Open Meetings Sec. 2 (2)

Roll Call Vote	<u>2</u>	Ayes
	<u>0</u>	Nays
	<u>1</u>	Absent

At 5:55 pm, a motion to go into executive session was made by T. Reynolds. J. Feece seconded the motion.

At 6:16 pm, the executive session ended with a motion by T. Reynolds. J. Feece seconded the motion.

A motion was made by T. Reynolds that no action was required from the executive session. J. Feece seconded the motion. It was voted on and approved.

At 6:20 pm, T. Reynolds made a motion to adjourn the meeting. J. Feece seconded the motion. It was voted on and approved.

Respectfully Submitted,

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