

Elburn & Countryside Fire Protection District
Board of Trustee's District Meeting
12-14-09

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Date: December 14, 2009

To: President & Trustees

From: Administrative Assistant

J. Feece called the Trustee Meeting to order at 5:03 pm with the following persons in attendance:

J. Feece	T. Reynolds	R. Weber	P. Hall	T. Haley
K. Callaghan	R. Britz	B. Thomas	M. Anderson	M. Huneke
M. Hanson	C. Garon	R. Stevens	J. Lloyd	

Public Comment:

No comment

Previous Meeting Minutes:

J. Feece called for any additions or correction of the minutes from the previous month's meeting. R. Weber made a motion to accept the minutes. T. Reynolds 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 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.

Approval of Bills:

The Purchase Journal was presented showing invoice expenses from November 9, 2009 – December 14, 2009 in the amount of \$360,889.20. R. Weber made a motion to approve the bills. T. Reynolds seconded the motion. It was voted on and approved.

Fire Chief K. Callaghan Comments:

1) Squad Appraisal

a) Motion for approval to obtain an appraisal on Squad 301

- Chief K. Callaghan informed the Board of Trustees that the new Squad 301 is scheduled for delivery in the end of March 2010. He requested trustee approval to obtain an appraisal for Squad 301. Chief Callaghan has been contacted by two organizations that are interested in possibly purchasing the squad.
- Chief Callaghan stated that BP Apparatus has been a good company to work with. They can appraise the vehicle and list for sale. BP Apparatus charges a fee of 10% of the sale as a commission.

T. Reynolds made a motion to approve the appraisal of Squad 301 by BP Apparatus. R. Weber seconded the motion. It was voted on and approved.

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Fire Chief K. Callaghan Comments continued:

- Chief Callaghan thanked the Board of Trustees on behalf of all employees for the Holiday Party.
- Chief Callaghan informed the Board of Trustees that Assistant Chief W. Stevens is recuperating at home.
- Chief Callaghan notified the Board of Trustees of a department tragedy; the sudden death of an employee's spouse. The incident was in our district. A debriefment took place after the incident and all employees were encouraged to utilize the Employee Assistance Program that the district provides through Tri City Services.
- Chief Callaghan informed the Board of Trustees that the Illinois Public Risk Fund is requesting information for the annual grant offered to the district. Last year, IPRF approved \$7,000.00 in grant funds. This year, they are extending the offer to up to \$26,000.00.

Assistant Chief W. Stevens of Emergency Medical Services Comments:

- Not present due to medical leave

Assistant Chief T. Haley of Fire Operations Comments:

- 1) Review Incident Report for District
 - Assistant Chief T. Haley presented the Firehouse Incident Report for November 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 November 2009, there were 16 incidents North, 41 incidents South, 45 incidents Center and 150 incidents Mutual Aid for a total of 112 incidents.
 - Year to date, 1176 calls in 2009 versus 1200 in 2008. A copy of the report has been placed on file. In the month of November 2009, Ambulance 351 responded to 44 incidents vs. Ambulance 352 responding to 28 calls.
 - Trustee R. Weber reviewed an incident with a late reaction time of 4 minutes, Assistant Chief Haley noted that the district's goal is one and a half minutes, NFPA standards are one minute. It was also noted that the reaction times are longest after the employees are in bed.

Attorney R. Britz Comments:

Attorney R. Britz thanked the Board of Trustees for the dinner at the Holiday Party.

Administrative Assistant Comments:

No Comment

Other Concerns:

- Chief Callaghan advised the Board of Trustees that Engine 302 has a crack in the body and corrosion of paint. Alexis has been contacted and they will paint and fix the problems under the warranty.

Executive Session:

At 5:27 pm, Chief Callaghan called an executive session for "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 "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) and

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Roll Call Vote	<u>3</u>	Ayes
	<u>0</u>	Nays
	<u>0</u>	Absent

At 5:27 pm, a motion to go into executive session was made by R. Weber. T. Reynolds seconded the motion.

The following persons were in attendance during the executive session:

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

At 5:35 pm, Trustee Weber requested Chief Callaghan and Assistant Chief Haley exit the executive session.

At 5:47 pm, Chief Callaghan and Assistant Chief Haley returned to the executive session upon the board's request.

At 6:51 pm, the executive session ended with a motion by T. Reynolds. R. Weber seconded the motion.

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

At 6:52 pm, T. Reynolds made a motion to adjourn the meeting. R. Weber seconded the motion. It was voted on and approved.

Respectfully Submitted,

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