

Elburn & Countryside Fire Protection District  
Trustee's District Meeting & Public Hearing

Date: February 11, 2008

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	R. Weber	T. Haley
W. Stevens	P. Hall	B. Britz
K. Callaghan	M. Huneke	

Previous Meeting Minutes:

J. Feece called for any additions or correction of the minutes from the previous month's meeting. J. Feece made a motion to accept the minutes as presented. R. Weber seconded the motion. It was voted on and approved with a copy placed on file.

Public Comment:

None

Treasurer's Report:

J. Feece made a motion to approve the Treasurer's Report. R. Weber seconded the motion. It was voted on and approved with a copy placed on file.

Approval of Bills:

The Purchase Journal was presented showing monthly invoice expenses of \$133,286.66. J. Feece made a motion to approve the bills. R. Weber seconded the motion. It was voted on and approved with a copy placed on file.

Fire Chief K. Callaghan Comments:

1) Report of Dempsey Fire

- Chief K. Callaghan informed the trustees of a structure fire on Dempsey Dr on 02/06/08. The initial call was for a petroleum smell in the south end of town & was changed to a building with heavy smoke on Dempsey Dr.
- Chief K. Callaghan explained that the fire originated in the area where a garbage truck was inside the building. There is no alarm system in the building due to the age of the structure.
- Chief K. Callaghan stated that Dempsey Ing., Inc. helped on fire ground by pulling the garbage truck out of the building as well as peeling back the ceiling.
- Chief K. Callaghan informed the trustees that the garbage truck had paraffin based hydraulic oil that contaminated eleven sets of gear. The gear has been condemned and needs to be replaced. Rental gear is currently being used.
- The district's insurance company has been contacted and they will cover the condemned gear. New gear has been ordered. Chief Callaghan informed the trustees that the order can be rushed for a 2 week deliver at 30% more in price compared to a 10 week delivery.

Fire Chief K. Callaghan Comments continued:

- Trustee R. Weber questioned the 30% increase in pricing for rushed delivery. Chief Callaghan informed the trustees that the insurance company will make the decision on if it is feasible to rush the gear for a 2 week delivery compared to renting until the new gear is delivered in 10 weeks.
- 2) New Hose Purchase
- Chief K. Callaghan informed the trustees that six or eight links of hose have also been condemned due to the Dempsey Dr. structure fire. The insurance company has been contacted and they are checking on our coverage for hose replacement.
  - Chief K. Callaghan stated that an order totaling \$4,500.00 has been placed for 15 links of 2 ½” hose and 20 links of 1 ¾” hose. The Fire Hose Amount budgeted was \$3,000.00 and the other \$1,500.00 will come from the Miscellaneous Equipment budget line.
  - Chief K. Callaghan informed the trustees that all of the 1 ¾” condemned hose was old and most of the 2 ½” condemned hose was old.
- 3) Update on Old & New Tender 309
- Chief Callaghan informed the trustees that Old Tender 309 was paid in full and picked by the Wheatfield Fire Department on 02/08/08.
  - Chief Callaghan updated the trustees on the progress of New Tender 309. He stated that the body is close to being done and the pump is not installed yet. The tentative date for delivery is the middle of March 2008. There will be training done by personnel before Tender 309 is put into service with an anticipated date of 04/01/08.
- 4) KDOT Water Use Agreement
- Chief K. Callaghan informed the trustees that the Kane County Division of Transportation has sent a water use agreement for the district to sign. The agreement states a limitation of 12,000 gallons per day which equates to four tender loads. A backflow preventer and cabinet will need to be purchased and provided by the district for our use. There will be a key in the cabinet as well as a 2 ½” valve stored in the cabinet. The agreement also states that the district will held responsible for any water line breakage.
  - Chief Callaghan requested that Attorney R. Britz review the water use agreement. Attorney R. Britz will review and if any changes are recommended, the agreement will need to be taken back to the County before it is signed by the President of the Board.
- 5) Update on Lieutenant Shift Office
- Chief K. Callaghan updated the trustees on the progress of the shift office. The old kitchen has been cleaned out and the room will be gutted soon. The shift office will then be framed, insulated, electrical work done, dry wall hung and the counter tops will be installed. Chief K. Callaghan is hoping to have quite a bit of this accomplished by the next Trustees meeting.

Assistant Chief W. Stevens of EMS:

- 1) Updated Grant Information
- Assistant Chief W. Stevens updated the trustees on grants applied for by the district.

Assistant Chief W. Stevens of EMS continued:

- Assistant Chief W. Stevens informed the trustees that the air packs have been ordered from Air One. Air One has been great to work with and they have provided the district with extra equipment and discounted pricing.
- Assistant Chief W. Stevens informed the trustees that he received an email from FEMA in regards to the availability of funds. The products need to be ordered and invoiced before the district can request the release of funds.
- Assistant Chief W. Stevens informed the trustees that he has not heard any further information in regards to the grant for personnel.
- Assistant Chief W. Stevens stated the there are nine individuals on the current list for hiring. They have been contacted via certified mail requesting their status in regards to if they are still interested in employment with the district. Six individuals remain on the list. The current list expires in March 2009.
- Assistant Chief W. Stevens stated that the Fire Commissioners have had concerns with the testing process through the College of Du Page. He informed the trustees of a new Video Test and Candidate Physical Agility Test. The video test takes approximately two and a half hours to complete at a cost of \$25.00 per applicant. Assistant Chief W. Stevens will meet with the company that sells the Video Test. The CPAT fee is approximately \$130.00 per individual.
- Attorney R. Britz advised the trustees that the laws states applicants can not be charged for testing even though other districts are charging fees.
- Assistant Chief W. Stevens stated that all applicants will be required to be firefighter/paramedic at the time of application.

Assistant Chief T. Haley of Fire Operation Comments:

1) Review Incident Report for District

- Assistant Chief T. Haley presented the Firehouse Incident Report for January 2008 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 January 2008, there were 21 incidents North, 20 incidents South & 60 incidents Center and 12 incidents Mutual Aid. A comparison of 2007 vs. 2008 stated 114 incidents in January 2008 with 103 incidents in January 2007.
- A copy of the report has been placed on file.

2) Awards Presentation 6:00 pm

- Assistant Chief T. Haley informed the trustees that an awards presentation will take place after the meeting. The district will be recognizing Renee' Keifer for performing CPR on an individual at Jewel Osco in October 2007.

Attorney R. Britz Comments:

No comment

Administrative Assistant Comments:

No comment

Other concerns:

- Chief K. Callaghan informed the trustees of a structure fire at the corner of Third St. and Shannon St. on January 25, 2008. The Duplex was fully involved upon arrival and the fire was struck within 20 minutes. Personnel had a great response time for this incident.

Other concerns continued:

- Chief K. Callaghan distributed the Elburn & Countryside Fire Protection Annual Report for the trustees to review. A copy has been placed on file.
- Chief K. Callaghan distributed the Fire Prevention Bureau report for the trustees to review. A copy has been placed on file.

Executive Session:

At 5:47 pm, Chief K. 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.”

A motion to go into executive session was made by J. Feece. R. Weber seconded the motion.

Roll Call Vote: 2 Ayes      1 Absent

At 6:10 pm, the executive session ended.

At 6:12 pm, J. Feece 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