

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

Date: July 14th, 2008

To: President & Trustees

From: Administrative Assistant

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

J. Feece	R. Weber	T. Reynolds
P. Hall	K. Callaghan	T. Haley
R. Britz	B. O'Connor	M. Huneke
B. Schopp	L. Herra	T. Kuebelbeck

Final Budget & Appropriation Ordinance #2008-102

A motion was made by T. Reynolds to open the Public Hearing for the Fiscal Year 2008-2009 Final Budget & Appropriation Ordinance #2008-102. R. Weber seconded the motion. It was voted on and approved.

President J. Feece called the Public Hearing to order at 5:02 pm.

Attorney R. Britz asked for any comments from the public.

No public comment was made.

A motion was made by R. Weber to close the Public Hearing for the Fiscal Year 2008-2009 Final Budget & Appropriation Ordinance # 2008-102. T. Reynolds seconded the motion. It was voted on and approved.

A motion was made by T. Reynolds to approve the Fiscal Year 2008-2009 Final Budget & Appropriation Ordinance # 2008-102. R. Weber seconded the motion. It was voted on and approved with a roll call vote; 3 Ayes, 0 Nays & 0 Absent.

Swearing in of Fire Commissioner T. Kuebelbeck:

Chief Callaghan requested Tom Kuebelbeck approach the ECFPD Board of Trustees to be sworn in as an Elburn & Countryside Fire Protection District Fire Commissioner. Tom Kuebelbeck repeated the oath of the office and was sworn in by Chief Callaghan.

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 as presented. R. Weber seconded the motion.

It was voted on and approved with a copy placed on file.

Public Comment:

None presented

Treasurer's Report:

Administrative Assistant Pamela 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 June 3, 2008 – July 14, 2008 in the amount of \$334,743.97. T. Reynolds made a motion to approve the bills, R. Weber seconded the motion. It was voted on and approved.

Fire Chief K. Callaghan Comments:

1) Fire Lane Agreement for Accessibility for Fire Protection District

- Chief Callaghan presented a fire lane agreement for accessibility for Fire Protection District. Homeowners J. Bishop and S. Minnie of 41W255 and 41W219 Campton Hills Rd signed the fire lane agreement giving the district access.

A motion was made by T. Reynolds to approve the fire lane agreement with homeowners J. Bishop and S. Minnie of 41W255 and 41W219 Campton Hills Rd. R. Weber seconded the motion. It was voted on and approved with a copy placed on file. Roll Call vote; 3 Ayes, 0 Nays & 0 Absent.

2) Resolution # 2008-110

- Chief Callaghan presented Resolution # 2008-110 consenting to the annexation of certain property, 2N308 Brundige Rd, Elburn, IL.

A motion was made by T. Reynolds to approve Resolution # 2008-110. R. Weber seconded the motion. It was voted on and approved with a copy placed on file. Roll Call vote; 3 Ayes, 0 Nays & 0 Absent.

3) Seal Coating Lots

- Chief Callaghan informed the trustees that all three parking lots are in need of seal coating. Funds have been budgeted in the 2008-2009 fiscal year for this expense. D & M Sealcoating quoted \$4,920.00 to seal coat Station One, Station Two and the Ambulance Station parking lots.

A motion was made by T. Reynolds to approve \$4,920.00 to seal coat the parking lots. R. Weber seconded the motion. It was voted on and approved.

4) New Squad Committee

- Chief Callaghan informed the trustees that a committee has been formed to start designing the new squad. Funds were budgeted in the 2008-2009 fiscal year for a portion of the total expenses to purchase a new squad. The squad will meet NFPA requirements.
- Chief Callaghan will present a proposal to the trustees in the upcoming months.

5) Radio Upgrades

- Chief Callaghan reminded the trustees that Tri Com will be switching to narrow band compliance in 2009. There are three remaining radios that need to be upgraded on Engine 302, Engine 304 and Unit 310 as well as external speakers for Rescue 301 and Tender 307. There are also a few portable radios that need to be replaced.

Fire Chief K. Callaghan Comments continued:

- Trustee R. Weber requested if all full time employees and officers currently have portable radios. Chief Callaghan informed the trustees that all full time employees and officers have portable radios. There are also three portable radios on the engines, two on the medics and six call back radios.

A motion was made by J. Feece to purchase the radio equipment for \$4,620.00. T. Reynolds seconded the motion. It was voted on and approved.

6) Certificates of Deposit

- Chief Callaghan informed the trustees that a certificate of deposit in the amount of \$1,112,983.31 matured on June 26, 2008. The certificate of deposit funds are capital reserve funds for a future station and equipment.

A motion was made T. Reynolds to renew the American Bank & Trust Certificate of Deposit in the amount of \$1,112,983.31 for 12 months at 3.15%. R. Weber seconded the motion. It was voted on and approved.

- Chief Callaghan informed the trustees that there is currently over \$2,500,000.00 in capital reserve funds in the savings account. He recommends these funds be transferred into a certificate of deposit.
- Trustee Weber inquired as to the progress on Station Three land acquisition due to tying up the capital funds in a certificate of deposit. Chief Callaghan informed the trustees that there has been no progress with the landowner.

A motion was made by T. Reynolds to obtain an American Bank & Trust Certificate of Deposit in the amount of \$2,500,000.00 for 12 months at 3.15%. R. Weber seconded the motion. It was voted on and approved.

Assistant Chief W. Stevens of EMS:

Not present

Assistant Chief T. Haley of Fire Operations Comments:

1) Review Incident Report for District

- Assistant Chief T. Haley presented the Firehouse Incident Report for June 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 June 2008, there were 32 incidents North, 38 incidents South, 44 incidents Center and 26 incidents Mutual Aid for a total of 140 incidents. Year to date comparison of 672 incidents in 2007 versus 684 in 2008. A copy of the report has been placed on file.

2) Update on New Hires

- Assistant Chief T. Haley informed the trustees of the progress in hiring and the register of eligible candidates. Seven individuals took the written exam; four passed. The interviews took place on June 30th, 2008. Preference and military point requests are currently being sent in by the candidates. CPAT Cards are required at the time of hire and all candidates have obtained them.

Assistant Chief T. Haley of Fire Operations Comments continued:

- In the next 7-14 days, Assistant Chief Stevens will be sending out the final standings of the register of eligible candidates. Three conditional letters of hire will be sent with a starting date of September 15th, 2008. This will leave one remaining person on the list after the three new employees are hired to meet the grant requirements.

Attorney R. Britz Comments:

No Comment

Attorney B. O'Conner Comments:

- As previously discussed and approved by the Board of Trustees, Attorney B. O'Conner has been working with the St. Charles Fire District. Attorney Brian O'Conner presented a report to the Board of Trustees in regards to the St. Charles Fire District and Elburn & Countryside Fire Protection District boundary properties. Attorney O'Conner explained the EAV impact and the benefits to each district.
- Five different areas are being considered. One of the areas, Wasco II, was previously rejected as an option by the ECFPD Board of Trustees. A copy of the boundary properties summary has been placed on file.
- Attorney B. O'Conner informed the trustees that after both boards agree, an intergovernmental agreement would need to be approved and signed. He advised that the boundary changes be done in phases.
- Attorney O' Connor requested the trustees advise him as to their next proposal.

Administrative Assistant Comments:

- Administrative Assistant P. Hall informed the trustees that there have been no changes in the executive session minutes. The trustees have reviewed the executive session minutes and agreed that no minutes should be released at this time.

A motion was made by T. Reynolds to keep all executive session minutes closed. R. Weber seconded the motion. It was voted on and approved.

Other concerns:

- Trustee R. Weber requested an update on Station Three land acquisition. Chief Callaghan discussed the lack of progress with Station Three land acquisition. J. Feece stated that the land owner of the Rt. 64 & Wooley Rd. location is currently working with the Village of Lily Lake and trying to find a developer. They would like to address certain issues with them before discussing land acquisition with the fire district.
- Trustee R. Weber inquired about the other locations that the trustees viewed approximately six months ago. Chief Callaghan stated the location on Empire Rd. is still available to the best of his knowledge.
- Trustee R. Weber stated that the district has given the land owners of the Rt. 64 & Wooley Rd. plenty of time to discuss their intentions with the district for this property. Trustee R. Weber requested that the district move forward to the second desired site with the location on Empire Rd. Chief Callaghan stated that he will pursue the Empire Rd location as advised. He will contact the Village of Lily Lake and/or the developer/land owner to start discussions on land acquisition.
- Chief Callaghan informed the trustees that full time Firefighter Paramedic, Stephanie Hanson, has been released from light duty and returned to shift duty.

Other concerns continued:

- Chief Callaghan informed the trustees that Bob Peterson passed away on July 14, 2008. Bob Peterson was an ECFPD Trustee many years ago, a Maple Park Trustee until the time of his death and the father of Maple Park Fire Chief Kevin Peterson. Maple Park Fire Chief K. Peterson requested that Elburn & Countryside Fire Protection District provide coverage during the visitation and funeral. Chief Callaghan granted the request. The district will be sending an engine and ambulance to Maple Park.
- Chief Callaghan updated the trustees on the Kaneville Fire response time/coverage issue. Several articles have recently been published in local papers. After the articles were published, Fire Chief D. Sigmund approached Chief Callaghan about the Elburn & Countryside Fire Protection District responding as mutual aid to the Kaneland Middle and High Schools. Chief Callaghan reminded Fire Chief Sigmund that Kaneville can request Elburn's assistance at any time.
- Chief Callaghan also reiterated to Chief Sigmund that in 2005, the district approved an intergovernmental agreement for automatic mutual aid with Kaneville Fire. The ECFPD Board of Trustees signed the document and forwarded it to the Kaneville Fire District for their approval and signature. The document was never signed or returned to the Elburn & Countryside Fire Protection District.
- Chief Callaghan informed Fire Chief D. Sigmund that the Elburn & Countryside Fire Protection District will provide mutual aid according to the intergovernmental agreement. It needs to be approved, signed by the Kaneville Board of Trustees and returned. Chief Callaghan still has not received the intergovernmental agreement from Kaneville as of today's date.

At 6:22 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