

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

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Date: July 13, 2009

To: President & Trustees

From: Administrative Assistant

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

T. Reynolds	J. Feece	P. Hall	K. Callaghan	T. Haley
W. Stevens	R. Britz	B. Thomas	M. Anderson	
M. Huneke				

Final Budget & Appropriation Ordinance #2009-105

A motion was made by T. Reynolds to open the Public Hearing for the Fiscal Year 2009-2010 Final Budget & Appropriation Ordinance #2009-105. J. Feece 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 T. Reynolds to close the Public Hearing for the Fiscal Year 2009-2010 Final Budget & Appropriation Ordinance # 2009-105. J. Feece seconded the motion. It was voted on and approved.

A motion was made by T. Reynolds to approve the Fiscal Year 2009-2010 Final Budget & Appropriation Ordinance # 2009-105. J. Feece seconded the motion. It was voted on and approved with a roll call vote; 2 Ayes, 0 Nays & 1 Absent.

Previous Meeting Minutes:

J. Feece called for any additions or correction of the minutes from the previous month's meeting. The addition of Michael Anderson being sworn in as a Fire Commissioner at the 06/08/09 ECFPD Trustees meeting was noted. 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.

Public Comment:

No comment

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:

The Purchase Journal was presented showing invoice expenses from June 9, 2009 – July 13, 2009 in the amount of \$161,399.96. T. Reynolds made a motion to approve the bills. J. Feece seconded the motion. It was voted on and approved.

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Fire Chief K. Callaghan Comments:

1) Village of Elburn Ordinance Adopting Fire Codes

- Chief Callaghan stated that the district presented new fire codes to the Village of Elburn in 2004. Over a five year period, no progress was made with the past administration to adopt the fire codes. Recently, Chief Callaghan approached the new administration at the Village of Elburn to expedite the adoption of the fire codes. Due to the five year delay, the fire codes were reviewed by Attorney R. Britz, ECFPD Fire Marshal A. Isberg & Village of Elburn Building Commissioner J. Stran to ensure the fire codes were up to date. The Village of Elburn Ordinance No. 2009-11, an Ordinance Adopting International Fire Code and Other Ordinances, was approved on June 15, 2009 at the Village of Elburn Board of Trustees meeting.

2) IPRF Update

- Chief Callaghan informed the trustees that Illinois Public Risk Fund will not be renewing our contract for Workers Compensation Insurance. The district is covered until December 15, 2009. Assistant Chief W. Stevens has met with Agent Ron Dukes, Ideal Insurance to research other companies. He will also be meeting with Agent Rich Moss, Corkill Insurance to discuss. At the August Trustees meeting, Assistant Chief Stevens will have a presentation to address this.

3) Station Generator Update & Removal

- Chief Callaghan informed the trustees that the new generator has been installed at Station One. An in service will be performed with Patten to review the operation of the generator. Chief Callaghan informed the trustees that the old generator needs to be disposed of & removed from the premises. The old generator was purchased in 1980 and moved in 1983. The original price was \$10,500.00. The generator is a 6500 Wt., auto transfer with natural gas. Chief Callaghan requested permission to list the old generator with the State Fire Marshal or on EBay for sale. The trustees agreed to sell the old generator.

4) Utility Trailer

- Chief Callaghan informed the trustees that the district is in need of a utility trailer for hauling fire prevention equipment, training equipment, miscellaneous building maintenance and station needs, etc... Chief Callaghan received a quote for a 16 ft. 2 axle, 7000 lb. trailer with a drop down gate and spare tire in the amount of \$2,500.00.

T. Reynolds made a motion to purchase 16 ft. utility trailer in the amount of \$2,500.00. J. Feece seconded the motion. It was voted on and approved.

5) Identification Cards

- Chief Callaghan took the trustees photos and identification information so the district could make them Identification Cards.

6) Certificates of Deposit; Capital Reserve Funds

- Chief Callaghan informed the trustees that two Capital Reserve Certificates of Deposit will mature on July 16, 2009. He presented interest rates from American Bank & Trust. He also noted that other banks were researched and American Bank & Trust offered the highest rates. Due to the current state of economy, interest rates are extremely low.

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Fire Chief K. Callaghan Comments continued:

- Administrative Assistant P. Hall informed the trustees that she spoke with American Bank & Trust Vice President W. Brauer right before the meeting. He had contacted the trust department at the bank to see what other options they may have to offer for investment. The trust department historically invests in mutual funds and bonds. Before he can provide specific information, he will need to confirm the district's investment policy.
- Trustee Reynolds and Trustee Feece agreed to let the Certificates of Deposit mature with the funds being deposited into the Saving Account for now. Administrative Assistant P. Hall will contact American Bank & Trust Vice President W. Brauer to request a presentation at the next Trustees meeting. A decision can be made at that time as to how to invest these funds after more information is provided.

Assistant Chief W. Stevens of Emergency Medical Services Comments:

- Assistant Chief W. Stevens informed the trustees that the district has received approval from FEMA for the SAVOR Grant in the amount of \$110,960.40 for the second and third quarter distribution. Approximately \$60,000.00 more in grant money will be distributed in the near future for the fourth quarter.

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 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 June 2009, there were 23 incidents North, 28 incidents South, 45 incidents Center and 25 incidents Mutual Aid for a total of 121 incidents.
- Year to date, 662 calls compared to 684 in 2008. A copy of the report has been placed on file. In the month of June 2009, Ambulance 351 responded to 48 incidents vs. Ambulance 352 responding to 18 calls.

2) Pension Disability Expenses

- Assistant Chief T. Haley updated the trustees on expenses associated with the current pension disability claim. Assistant Chief T. Haley informed the trustees that the expenses have exceeded the \$5,000.00 approved by the trustees and the pension fund will be paying the rest of the bills associated with the disability claim for employee, S. Hanson. The pension fund has paid approximately \$2,700.00 so far and the expenses associated with the hearing have not been billed yet.
- Trustee T. Reynolds requested an update in regards to the recent audit of the pension fund. Assistant Chief T. Haley informed the trustees that the pension audit concerns have been addressed. Mesirow Financial continues to work on lowering the percentages so the district is compliant.

3) Squad Update

- Assistant Chief T. Haley informed the trustees that they had approved the purchase of a squad in the amount of \$388,227.00. Revisions were made to the quote due to the bid bond reflecting a lower amount. The new bid amount is \$388,055.00.

Attorney R. Britz Comments:

No report

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Administrative Assistant Comments:

- 1) Administrative Assistant P. Hall reminded the trustees that they are required semi-annually to review the executive session minutes. After review, the trustees approve the release of the executive session minutes or to keep the minutes closed.

T. Reynolds made a motion to keep the executive session minutes of the Elburn & Countryside Fire Protection District closed. J. Feece seconded the motion. It was voted on and approved.

Other Concerns:

- Trustee Feece requested information in regards to impact fees with the Village of Elburn. Chief Callaghan informed the board of trustees that the district currently does not have an agreement for impact fees. It was stated that the district also does not have an agreement for impact fees with the Village of Campton Hills. The Village of Virgil and Village of Lily Lake do have agreements as well as Settlements of LaFox and Mill Creek. Chief Callaghan stated that the district will start working on a proposal for the Village of Elburn and Village of Campton Hills.

Executive Session:

At 5:47 pm, Chief K. Callaghan 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	2	Ayes
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	0	Nays
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	1	Absent
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At 5:47 pm, a motion to go into executive session was made by T. Reynolds. J. Feece seconded the motion.

At 6:02 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 6:03 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