

Elburn & Countryside Fire Protection District
Board of Trustee's District Meeting
03-07-11

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Date: March 7, 2011

To: President & Trustees

From: Administrative Assistant

President J. Feece called the Trustee Meeting to order at 5:02 pm with the following persons in attendance:

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

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. R. Weber 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 from February 14, 2011 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 February 15, 2011- March 7, 2011 in the amount of \$78,031.20.

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) Introduction of Assistant Chief & Office Assistant

- Chief Callaghan introduced Craig E. Hanson to the Board of Trustees. C. Hanson will be starting on April 4, 2011 as the Assistant Chief of Emergency Medical Services.
- Chief Callaghan introduced Judy Kaenel to the Board of Trustees. J. Kaenel started on March 1, 2011 as the Office Assistant.

2) St. Charles Fire District Update

- Chief Callaghan informed the Board of Trustees that the Chief and Assistant Chief Haley met with Chief Greg Benson from the newly formed Fox River & Countryside Fire Rescue District to discuss automatic aid. No commitments were made.
- Chief Callaghan informed the Board of Trustees that he met with the Chiefs from the surrounding fire districts to discuss a deployment plan for MABAS. The group is planning on meeting with Chief Benson to discuss.

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Fire Chief K. Callaghan Comments:

- Chief Callaghan stated that the Fox River & Countryside Fire Rescue District will employ 5-6 full time employees and 2-3 part time employees. There will be an engine and an ambulance at each station.

3) Brush 303

- Chief Callaghan informed the Board of Trustees that BP Apparatus appraised the 1991 Brush Truck that the district will be replacing. The appraisal is retail of \$7,000.00. When you include the commission, the recommended listing would be \$7,700.00. The Brush Truck has a new transmission, only 30,000 miles and includes the plow and skid unit.

T. Reynolds made a motion to approve the listing with BP Apparatus in the amount of \$7,700.00. R. Weber seconded the motion. It was voted on and approved.

- Chief Callaghan reminded the Board of Trustees that there will be a Memorial Service for Fire Chief Marvin Ackerman on Saturday, March 19th, 2011 at 10:00 am at the Congregational Church in Elburn, IL. The Elburn & Countryside Fire Protection District's Honor Guard will be participating in the memorial service.
- Chief Callaghan stated that he met with Campton Hills President Patsy Smith in regards to fire protection in their village limits. They will be placing the question of if the Campton Hills residents have an interest in forming their own fire protection district on the next ballot. She also had questions in regards to the Fox River & Countryside Fire Rescue District.
- Chief Callaghan stated that his intentions for Station Three are to proceed with the plan when appropriate. Architectural plans will be needed for better preparation when the land is acquired.

Assistant Chief T. Haley of Fire Operations Comments:

1) Review Incident Report for District

- Assistant Chief T. Haley presented the Firehouse Incident Report for February 2011 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 February 2011, there were 21 incidents North, 25 incidents South, 33 incidents Center and 20 incidents Mutual Aid for a total of 99 incidents. Year to date, there have been 218 incidents versus 195 incidents.
- In the month of February 2011, there were 131 EMS incidents versus 124 in February 2010.
- Assistant Chief Haley informed the Board of Trustees that the new ambulance is on track for completion on time.

Foreign Fire Insurance Board

- No expenditures presented

Attorney R. Britz Comments:

- No Comment

Administrative Assistant Comments:

1) Certificate of Deposit maturing on 03/24/11

- Administrative Assistant P. Hall informed the Board of Trustees that it is too early to receive quotes for discussion. Upon maturing, the funds will be deposited in the savings account and the collateral will be adjusted so the funds are protected. Interest rates will be provided at the next meeting.

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Administrative Assistant Comments:

2) Executive Session Minutes

- Administrative Assistant P. Hall stated that two of the trustees reviewed the executive session minutes and recommended that no minutes be released for public viewing at this time.

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

Other Concerns:

None presented

Executive Session:

At 5:24 pm, Chief Callaghan called an executive session pursuant to Section (2)(c)(2) of the Act (to discuss collective negotiating matters between the public body and its employees); and/or Section (2)(c)(11) of the Act (pending probable or imminent litigation)

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

At 5:25 pm, a motion to go into executive session was made by T. Reynolds. R. Weber seconded the motion.

In attendance:

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

At 5:27 pm, the executive session ended with a motion by T. Reynolds. R. Weber seconded the motion

No action was taken during the executive session.

Public Comment:

No comment

At 5:29 pm, T. Reynolds made a motion to adjourn. R. Weber seconded the motion. It was voted on and approved.

- Firefighter Paramedics Greg Algrim, Matthew Hanson and Lisa Schopp were promoted to Lieutenants and swore in at the Promotion Ceremony after the Elburn & Countryside Fire Protection District Board of Trustees meeting.

Respectfully Submitted,

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