

Elburn & Countryside Fire Protection District
Trustee's District Meeting

Date: November 10th, 2008

To: President & Trustees

From: Stephanie Hanson FF/PM

J. Feece called the Trustee Meeting to order at 5:05 pm with the following persons in attendance:

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|-------------|-----------|--------------|------------|----------|----------|
| T. Reynolds | J. Feece | K. Callaghan | W. Stevens | T. Haley | B. Weber |
| Britz | S. Hanson | S. Siwy | | | |

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. T. Reynolds seconded the motion. It was voted on and approved with a copy placed on file.

Public Comment:

None presented

Treasurer's Report:

S. Hanson presented the Treasurer's report. B. Weber made a motion to approve the Treasurer's Report. T. Reynolds seconded the motion. It was voted on and approved.

Approval of the Bills:

The Purchase Journal was presented showing invoice expenses from October 14, 2008 – November 10, 2008 in the amount of \$169,085.76. B. 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) Ordinance #2008-107; Levying & Assessing Taxes

- Chief Callaghan reviewed the Levying and Assessing Taxes for the district.

A motion was made by B. Weber to approve the Ordinance #2008-107; Levying & Assessing Taxes. T. Reynolds seconded the motion. The ordinance was voted on with 3 Ayes, 0 Nays and 0 Absent. A copy of the ordinance will be placed on file.

- Chief Callaghan presented J. Feece with a Truth in Taxation Certificate of Compliance and Certification of Tax Levy to be signed. J. Feece signed both certificates with copies placed on file.

2) Chief Callaghan passed out the Wolfe & Company Audit that ended on April 30, 2008.

3) Cameras

- Chief Callaghan informed the Trustees that the Department had a purchased 2 thermal imaging cameras for \$12,200.00. The salesman was mistaken about the price. The price given was for one camera not 2.

Fire Chief K. Callaghan Comments continued:

- The Department has now spent \$24, 400.00 for the two cameras. The new cameras will be placed on Engine 302 and 305. Engine 302's old camera will be used for training and Engine 305's camera will be either placed on Squad 301 or Engine 306.

4) Boot Allowance

- Chief Callaghan asked the Trustees for a boot allowance of a \$100 for each member of the Department to be presented at the Christmas Party in December.

A motion was made by T. Reynolds to approve the boot allow allowance. B. Weber seconded the motion. It was voted on and approved.

5) Gift Certificates

- Chief Callaghan asked the Trustees for \$15 gift certificates from Reams that would be given at the Christmas Party.

A motion was made by T. Reynolds to approve the gift certificates. B. Weber seconded the motion. It was voted on and approved.

6) Bay Heaters

- Chief Callaghan informed the Trustees that the four bay heaters on the apparatus floor need to be replaced. The heaters may be the original ones from when the building was built.

A motion was made by T. Reynolds to approve \$9,780.00 for the purchase and installation of four new bay heaters. B. Weber seconded the motion. It was voted on and approved.

7) Rescue Jacks

- Chief Callaghan informed the Trustees that he would like to replace Squad 301's post and strap with rescue jacks. They are both used to stabilize a vehicle that is on its side.

A motion was made by B. Weber to approve \$4,411.00 for the purchase of a set of rescue jacks. T. Reynolds seconded the motion. It was voted on and approved.

8) Water Use Agreement

- Chief Callaghan presented the Trustees with a Water Use Agreement for the new horse farm on Welter Road. This is a 64 stall horse barn.

A motion was made by T. Reynolds to approve the Water Use Agreement. B. Weber seconded the motion. It was voted on and approved. A copy will be placed on file.

9) Elburn Police Department

- Chief K. Callaghan stated the Elburn Police Department is looking into starting a Community Emergency Response Team and is looking for assistance in teaching the program.

10) Plan Review Fees

- Chief K. Callaghan stated that next month he will have Plan Review Fees from Fire Marshal A. Isberg that would show either a 39% or 50% increase.

Assistant Chief W. Stevens of EMS Comments:

- 1) FEMA Grant
 - Assistant Chief Stevens updated the Trustees about the SAFER grant that was received. He stated the trustees will be receiving the first installment payment from FEMA. The amount of \$28,462.50 will be transferred into the checking account this week.
- 2) New Grants
 - Assistant Chief Stevens informed the Trustees that he is currently working on two new grants. The first grant is from a Smokeless Tobacco company for the purchase of a Gator. The second grant is for the purchase of Fire Prevention Equipment. The first is a tool that will stimulate oil pan fires that is propane-based and the second is with the use of laser beams for children to “spray” water at a fire on a screen.

Assistant Chief T. Haley of Operations Comments:

- 1) Review Incident Report for District
 - Assistant Chief T. Haley presented the Firehouse Incident Report for October 2008 listing incidents that the district has been dispatched for. For October 2008, there were 12 incidents North, 31 incidents South, 22 incidents Center, and 15 Mutual Aid for a total of 80 incidents. A copy of the report has been placed on file. Assistant Chief Haley stated that October 2007 there were 92 total incidents for the month, so the district is down in calls for the month, however, the total incidents for the year so far are 1, 111 whereas last year at this time there was a total of 1,079 incidents.
 - T. Reynolds asked if the Department has had to put out any fires with the new Village Ordinance on burning. Assistant Chief T. Haley stated yes they have, with one incident on October 31st. J. Feece asked if it is illegal to burn in Elburn. Chief K. Callaghan stated yes unless you have a permit for a bonfire or a commercial ring to cook food.
 - J. Feece asked if the Department is intending to burn the house at Rt 38 and Meredith Rd. Chief K. Callaghan stated they will on November 22nd. Chief K. Callaghan stated the house on Town Hall Road will be torn down after the Department is done training in it. The Bob Johnson Farm on Route 38 has been given to the department to use for training. The Department will begin the paperwork in order to have burns in it and Chief K. Callaghan stated that these structures will be open for Departments in the MABAS Division 13 to use for training also.

Attorney R. Britz Comments:

No comment

Administrative Assistant Comments:

Not present

Other concerns:

- B. Weber inquired about the status of Station 3. Chief K. Callaghan stated at this point the developers in the Lily Lake area are not moving forward on anything. The Village President of Lily Lake told Chief K. Callaghan that there currently is no funding for the development on Empire Road. Chief Callaghan stated that the Rowe Family from Wooley Road is unsure of what they are doing with their land. Currently there is only one parcel for sale. The Old Mill Works is vacant and for sale. Chief Callaghan described the building and what type of business that was held in it before. Chief Callaghan asked if the Trustees would be interested in this building. B. Weber and T. Reynolds said no.

Other concerns continued:

B. Weber wants to look more at the parcel on Empire Road. Chief Callaghan will look more into the land for purchase and will have more information next month.

- B. Weber asked Assistant Chief W. Stevens about the upcoming list. Assistant Chief W. Stevens stated that orientation would be in December. Currently there are only 7 applications out. Assistant Chief W. Stevens stated that one person will need to be hired right away to replace J. Smith. B. Weber asked why the numbers are low. B. Weber asked of changing the requirements to Firefighter/EMTB, and then sending the person to paramedic class. Assistant Chief W. Stevens said that he does not know why the people are not picking up applications. He stated that Sugar Grove Fire Department is having the same problem. Assistant Chief W. Stevens stated that the District needs to have a person hired by February 1st, so the numbers of employees are the same numbers as there was at the time of the award of the grant. This is the terms of the grant. A discussion was held about the cost of sending a Firefighter/EMTB to paramedic school versus the costs of continually testing for a Firefighter/Paramedic. Assistant Chief W. Stevens will look at the costs and will have more information next month.

- Chief K. Callaghan reminded everyone to RSVP for the Christmas Party by November 23rd.

At 5:50 pm, T. Reynolds made a motion to adjourn the meeting. B. Weber seconded the motion. It was voted on and approved.

Respectfully Submitted,

Stephanie Hanson
Firefighter/Paramedic
Elburn & Countryside Fire Protection District