

Elburn & Countryside Fire Protection District  
Board of Trustee's District Meeting  
10-11-10

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Date: October 11, 2010

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	M. Huneke	A. Isberg
B. Schopp	C. Southern	S. Siwy	M. Sheahan	

Fire Prevention Award Presentation:

Fire Marshal Alan Isberg recognized businesses and individuals whom have gone above and beyond with fire prevention.

- Fire Marshal A. Isberg read a letter from 2009 that had been presented to Principal T. Lang in regards to the Lily Lake Elementary School of the Burlington Central School District. He explained that the school was in need of several upgrades to provide adequate fire safety to the students and staff. He then explained that the Principal and school district have gone above and beyond to meet those needs. An expanded fire alarm system, additional smoke detection and magnetic door closures have been installed. The students have also been educated as well as the staff on the need for quick and orderly evacuation in the event of an emergency. The school district has exceeded all expectations with their emergency action plans. Lily Lake Elementary School Principal Trent Lang, Burlington Central School District, was presented with the 2010 Henry S. Parmalee Business Award in Fire Safety.
- Fire Marshal A. Isberg recognized Safety Officer Bob A. Brockmann from Home Depot in Geneva, IL. He explained that Home Depot has partnered with the Fire Prevention Bureau in educating the community by donating smoke detectors, fire hydrants, evidence cans, drywall and other items over the years. Home Depot also hosts a Kane County & Home Depot Safety Day annually. Bob A. Brockmann, Home Depot, was presented with the 2010 Henry S. Parmalee Business Award in Fire Safety as well as a collage of patches and photo.
- Fire Marshal A. Isberg recognized Ginna Frantz, Owner of Grand Prix Equestrian. He explained that Grand Prix Equestrian is a large horse facility that has a fire pump hydrant on their property. The fire pump hydrant provides additional fire protection to the surrounding community as well as their facility. Grand Prix Equestrian absorbed all the expenses associated with the purchase and installation of the fire pump hydrant as well as continues to provide the necessary maintenance. Ginna Frantz, Grand Prix Equestrian, was presented with the 2010 Henry S. Parmalee Business Award in Fire Safety.
- Fire Marshal A. Isberg recognized Jessica Lawton, Site Manager of Grand Prix Equestrian. He explained that Jessica Lawton has risen to the challenge of making sure the fire pump hydrant is ready and operational 24 hours a day. Her involvement in maintaining the fire pump hydrant has been invaluable. Jessica Lawton, Grand Prix Equestrian, was presented with the 2010 Henry S. Parmalee Business Award in Fire Safety.

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.

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R. Weber made a motion to accept the executive session minutes from September 13, 2010 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 September 13, 2010 – October 11, 2010 in the amount of \$116,200.65.

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) Union Contract ratification

a) Motion to approve Union Contract

- Chief Callaghan informed the Board of Trustees that the full time employees approved and signed the collective bargaining agreement on September 30, 2010.
- Chief Callaghan inquired with the Board of Trustees if they had any questions or comments before approving the union contract. Trustee J. Feece inquired as the district's drug and alcohol policy and if the district has the right to subject employees to random drug testing. Chief Callaghan stated that the contract does not specify random drug testing. The contract does specify drug and alcohol testing upon reasonable suspicion. He also explained that the contract specifies the process for disciplinary action for drug and alcohol infractions.

T. Reynolds made a motion to approve Ordinance # 2010-111; Authorizing the Execution of a Collective Bargaining Agreement between the Elburn and Countryside Fire Protection District and the Elburn Professional Firefighter's Association I.A.F.F. Local #4749. R. Weber seconded the motion. It was voted on and approved.

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

2) Old Squad 301; Donation or Price reduction

- Chief Callaghan informed the Board of Trustees that BP Apparatus has reported in the past month there has not been much activity on the sale of the old Squad 301. They recommend dropping the price.
- Trustee Feece inquired as to if the district is committed to BP Apparatus. Chief Callaghan stated no, there is no contract. Trustee Feece stated he feels the district should advertise locally and put the squad out for sealed bids.
- Trustee Weber stated that the economy has effected everyone and some districts cannot afford to make purchases at this time.
- Trustee Reynolds stated that he feels the district should consider donating the old squad to the Fox Valley Career Center if it is not sold by November 1<sup>st</sup>, 2010.

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Fire Chief K. Callaghan Comments continued:

- The trustees agreed to put the old squad up for sealed bids with the stipulation that the district has the right to reject all bids. The bid opening will take place at Station One on Tuesday, November 9<sup>th</sup>, 2010 at 9:00 am.

3) Property & Casualty Insurance

- Chief Callaghan informed the Board of Trustees that the district's property & casualty insurance is up for renewal on October 17<sup>th</sup>, 2010. The district has acquired two bids. One bid from VFIS & the other bid from Corkill Insurance. Chief Callaghan recommends staying with VFIS due to their service.

T. Reynolds made a motion to approve the annual renewal of the district's property & casualty insurance with VFIS in the amount of \$31,442.00. R. Weber seconded the motion. It was voted on and approved.

Assistant Chief T. Haley of Fire Operations Comments:

1) Review Incident Report for District

- Assistant Chief T. Haley presented the Firehouse Incident Report for September 2010 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 September 2010, there were 24 incidents North, 26 incidents South, 31 incidents Center and 12 incidents Mutual Aid for a total of 93 incidents.
- For the month of September, the district has 12 less incidents than September 2009. The district is up by 43 incidents compared to last year's total at this time.
- For the month of September 2010, Ambulance 351 responded to 34 incidents, Ambulance 352 responded to 24 incidents and Ambulance 353 responded to 1 incident. A copy of the report has been placed on file.
- Trustee Feece inquired as to the call volume of the Sugar Grove Fire District compared to our district. Assistant Chief Haley stated that he will investigate and report at the next meeting.

2) Ambulance Update

- Assistant Chief Haley stated the ambulance spec will be presented at the meeting next month.

Attorney R. Britz Comments:

No Comment

Administrative Assistant Comments:

No Comment

Other Concerns:

- Chief Callaghan stated that the district will need to approve the Truth in Taxation Finding at the trustees meeting on November 1<sup>st</sup>, 2010. The public hearing will take place in December.
- Chief Callaghan stated that the cost of living is 2.7% and the district will be seeking approval for a 4.35% increase which equates to approximately \$240,000.00 over the current budget.
- Trustee Reynolds inquired as to the status of the new brush truck. Chief Callaghan stated that the new brush truck has been ordered.
- Chief Callaghan also stated that Engine 305 was picked up and back in service today.
- Chief Callaghan informed the Board of Trustees that the funds have been received and will be transferred in the amount of \$416,000.00 to the pension fund as budgeted and approved.

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Other Concerns continued:

- Assistant Chief Haley informed the Board of Trustees that Firefighter Paramedic Joseph Homon started his orientation on October 4<sup>th</sup>, 2010 with a tentative shift start date of October 25<sup>th</sup>, 2010.
- Assistant Chief Haley informed the Board of Trustees that the parking lot improvements have been started. G. Snow & Sons was hired to put a new drain in the parking lot.
- Assistant Chief Haley reported that the new phone system has been installed and the transfer went well.

Public Comment:

No comment

At 6:02 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