

Elburn & Countryside Fire Protection District  
Board of Trustee's District Meeting  
10-12-09

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Date: October 12, 2009

To: President & Trustees

From: Administrative Assistant

J. Feece called the Trustee Meeting to order at 5:11 pm with the following persons in attendance:

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

Public Comment:

No comment

Previous Meeting Minutes:

J. Feece called for any additions or correction of the minutes from the previous month's meeting. R. Weber made a motion to accept the minutes with the correction made. T. Reynolds 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 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 11, 2009 – October 12, 2009 in the amount of \$123,781.63. 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) Medical Insurance renewal

- Chief informed the Board of Trustees that the medical and dental insurance is up for renewal on November 1<sup>st</sup>. The medical insurance will increase by 30% and the dental insurance will increase by 3%, both for the same coverage.

R. Weber made a motion to approve the medical and dental insurance for eligible employees. T. Reynolds seconded the motion. It was voted on and approved.

2) VFIS/Ideal Insurance Agency; District annual insurance renewal

- Chief Callaghan informed the Board of Trustees that the district's annual renewal for the Accident and Sickness Policy was presented to the district. The premium increased quite a bit from last year. Information was not up to date last year for the policy causing the drastic increase this year. He is researching other options. Chief Callaghan requested this agenda item be tabled until next month.

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Fire Chief K. Callaghan Comments continued:

3) Hurst Equipment

- Chief Callaghan informed the Board of Trustees a brake pedal cutter and mini cutter are broken & in need of replacement.
- Trustee R. Weber inquired as to the age of the Hurst equipment. Chief Callaghan reviewed the types of units the district owns and informed the trustees that the equipment ranges in age from 1980's to present.

R. Weber made a motion Hurst equipment in the amount of \$1,900.00. T. Reynolds seconded the motion. It was voted on and approved.

4) Levy amount & schedule

- Chief Callaghan reviewed the Truth in Taxation requirements for the district. He recommended that the district propose a .1% increase over the 2009-2010 levy amount of \$5,522,221.91. Chief Callaghan feels that it is not appropriate to ask for more considering the economy and residents struggling to make ends meet. The trustees reviewed the amounts and agreed that a .1% increase be proposed.
- Discussion was held in regards to the SAVOR grant and the impact on the budget for salaries. Assistant Chief W. Stevens stated that approximately an extra \$90,000.00 will be received by the district in the next fiscal year.
- Chief Callaghan requested Attorney R. Britz verify the necessity of a public hearing and legal notice publication due to amount proposed. Attorney R. Brita stated that this is not necessary.

T. Reynolds approved a .1% increase over the 2009-2010 levy amount. R. Weber seconded the motion. It was voted on and approved.

- Chief Callaghan stated that an actuarial for the pension fund was created by Tim Sharpe. The actuarial recommends \$416,769.00 in levy funds be appropriated for the pension fund.
- Chief Callaghan informed the Board of Trustees that the pension board will be meeting with Tim Sharpe to verify the reason behind the significant increase compared to past years and if this amount will continue to be this high in the future.

T. Reynolds approved up to \$416,479.00 of levy funds be appropriated to the pension fund. R. Weber seconded the motion. It was voted on and approved.

5) Development Fee update

- Chief Callaghan informed the Board of Trustees that the development fees for the district were adopted by the trustees in 2004. In 2006, new numbers were presented to the board and the findings and recommendations were not much different than what the district had already adopted so no changes were made.
- Chief Callaghan will be presenting updated numbers at the next trustees meeting for the board to review.

Assistant Chief W. Stevens of Emergency Medical Services Comments:

- Assistant Chief W. Stevens informed the Board of Trustees that he has been working diligently to safeguard the employees against the H1N1 virus. The scheduled vaccinations last month were cancelled due the Kane County Health Department not being able to supply the vaccinations. He continues to work with the Kane County Health Department to obtain all the necessary inoculations.

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Assistant Chief W. Stevens of Emergency Medical Services Comments continued:

- Assistant Chief W. Stevens stated that the flu shots are very difficult to obtain at this time due to such high demand. When they are available, flu shots will be offered to employees as well as Pneumonia and Tetanus.

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 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 September 2009, there were 23 incidents North, 35 incidents South, 30 incidents Center and 17 incidents Mutual Aid for a total of 105 incidents.
- The district was down 19 calls for the month of September compared to last year. Year to date, the district is down by 68 calls with 963 calls in 2009 versus 1031 in 2008. A copy of the report has been placed on file. In the month of August 2009, Ambulance 351 responded to 36 incidents vs. Ambulance 352 responding to 32 calls.

2) Tower Update

- Assistant Chief Haley informed the Board of Trustees that the 80 ft. Tower is almost completed. A final inspection will take place this week. The district is back on line with Tri Com. A wireless connection with Station Two has been completed. Station Two has noticed a significant improvement in internet service.

3) Pension Update

- Assistant Chief T. Haley informed the Board of Trustees that the pension board is finalizing the S. Hanson disability hearing and findings. Invoices are slowly being submitted to complete this process.

Attorney R. Britz Comments:

- Attorney R. Britz presented the Board of Trustees with a packet reviewing new fire district laws of interest to the trustee. He reviewed the laws and explained the differences between past requirements and the new changes.
- Attorney R. Britz stated that pension board members are now required to perform 16 hours of ethics training versus 8 hours. Attorney R. Britz stated that the Freedom of Information Act has had several significant changes the district needs to be aware of.

Administrative Assistant Comments:

No Comment

Other Concerns:

- Chief Callaghan advised the Board of Trustees that he will schedule a meeting with the Village of Lily Lake President to view and discuss the property on Empire Rd. that the Village of Lily Lake is proposing as a potential Station Three site. If it fits into the President's schedule, the meeting will be scheduled for November 2, 2009 at 10:00 am.
- Chief Callaghan informed the Board of Trustees that classes for Advanced Trustee Training are available on October 23, 2009 (Part I) and October 24, 2009 (Part II) if anyone is interested in attending.

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Other Concerns continued:

- Trustees J. Feece inquired as to if the district uses a robot as a teaching aid at the schools during Fire Prevention Week. Chief Callaghan informed him that the district does not have a robot, all current training is hands on and he feels more personal. There are four stations set up that the children rotate from one to the next in assembly style. The district conducted fire prevention training to approximately 2000 students this year. The district visited seven schools and taught fire prevention to students in Early Childhood to Second Grade.

Executive Session:

At 7:22 pm, Chief 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	3	Ayes
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	0	Nays
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	0	Absent
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At 7:22 pm, a motion to go into executive session was made by J. Feece. T. Reynolds seconded the motion.

The following persons were in attendance during the executive session:

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

At 7:37 pm, the executive session ended with a motion by T. Reynolds. R. Weber seconded the motion.

A motion was made by T. Reynolds that no action was required from the executive session. R. Weber seconded the motion. It was voted on and approved.

At 7:40 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