

Elburn & Countryside Fire Protection District  
Board of Trustees Meeting  
09/08/14

Date: September 8, 2014

To: President & Trustees

From: Administrative Assistant Pamela C. Hall

President T. Reynolds called the Trustee Meeting to order at 4:03 pm with the following persons in attendance:

T. Reynolds	J. Childress	B. Schopp	K. Callaghan	T. Haley
C. Hanson	P. Hall	R. Britz	W. Thomas	M. Anderson
G. Algrim	J. McCafferty	I. Engberg	N. Sharp	C. Surber
J. Homon	S. Siwy			

Chief Callaghan led the Board of Trustees in the pledge of allegiance.

Public Comment:

None

Previous Meeting Minutes:

T. Reynolds called for any additions or correction of the minutes from the August 13<sup>th</sup>, 2014 meeting. T. Reynolds made a motion to accept the minutes. J. Childress seconded the motion. It was voted on and approved with a copy placed on file.

T. Reynolds called for any additions or correction to the executive session minutes from the August 13<sup>th</sup>, 2014 meeting. T. Reynolds made a motion to accept the minutes. J. Childress seconded the motion. It was voted on and approved with a copy placed on file.

T. Reynolds called for any additions or correction of the minutes from the August 28<sup>th</sup>, 2014 special meeting. B. Schopp made a motion to accept the minutes. J. Childress 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. B. Schopp seconded the motion. It was voted on and approved.

Approval of Bills:

The Purchase Journal was presented showing invoice expenses in the amount of \$267,149.34.

T. Reynolds made a motion to approve the bills. B. Schopp seconded the motion. It was voted on and approved.

Foreign Fire Insurance Board Comments:

- No comments or requests

Fire Chief K. Callaghan Comments:

- 1) Fox River & Countryside Fire/Rescue District Update
  - Chief Callaghan informed the Board of Trustees that the Fox River & Countryside Fire/Rescue District was granted the right to place the de-annexation question on the November ballot.
- 2) Pension Levy
  - a) Motion to approve transfer of pension levy in the amount of \$570,302.84 to the ECFPD Pension Fund
  - Chief Callaghan informed the Board of Trustees that the pension levy funds have been received from Kane County. He requested approval to transfer the pension levy funds from the district to the ECFPD Pension Fund.

T. Reynolds made a motion to approve the transfer of pension levy funds in the amount of \$570,302.84 to the ECFPD Pension Fund. B. Schopp seconded the motion. It was voted on and approved.

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Fire Chief K. Callaghan Comments continued:

- 3) Replacement Fulltime Firefighter/Paramedic
  - a) Motion to approve hiring of a fulltime firefighter/paramedic
- Chief Callaghan informed the Board of Trustees that Firefighter/Paramedic resigned on August 4, 2014. He stated that he has requested an extension from the Elburn Professional Firefighters Association Local #4749 due to the possibility of a referendum. He requested to wait until after the November 2014 election to consider hiring someone to replace Michael Sheahan.

Assistant Chief T. Haley Comments:

- 1) Review Incident Report
  - Assistant Chief C. Haley presented the Firehouse Incident Report for August 2014 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 August 2014, there were 12 incidents North, 25 incidents Northeast, 61 incidents South, 70 incidents Center and 30 incidents Mutual Aid for a total of 198 incidents.
  - For the Year 2014, year to date, there have been 1320 incidents versus 1072 year to date for the Year 2013.
  - There have been 798 ambulance calls this year, compared to 717 last year.
- 2) Vehicle Update
  - Maintenance for the month
    - Medic body damage. Foster Coach will be repairing the medic.
    - Brush Truck out of service due to pump motor repair work being done.
- 3) Station Maintenance
  - a) Repairs from the last month
    - None
- 4) Station Construction Update
  - a) Phase I
    - i. Basement walls are poured
    - ii. Footings and walls were poured for apparatus outside bays walls
    - iii. Waterproofing was done around the basement
  - Assistant Chief Haley informed the Board of Trustees that not much has changed since the August 28<sup>th</sup>, 2014 meeting. They continue with work on the apparatus bay and will start the basement next. He also noted that they are even on the timeline. Some areas are ahead while others are behind such as the iron is behind but the concrete work is ahead. The goal is to have the building enclosed by January.
- 5) Construction Change Orders
  - There were none for this month.
- 5) Chicago Title construction payout
  - a) Payout requests for the month of August
    - i. Earthwork, Utilities, Concrete and Construction Manager, Iron work, Elevator
      1. Grand total \$331,185.20
  - Assistant Chief Haley informed the Board of Trustees that there were five payout requests for the month of August. Earthwork, Utilities, Concrete, Construction Manager, Iron work and Elevator in the total amount of \$331,185.20.
- 7) Chicago Title Escrow account
  - Assistant Chief Haley request approval to move \$340,000 to the escrow account to cover expenses.

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Assistant Chief T. Haley Comments continued:

B. Schopp made a motion to approve moving \$340,000 to the escrow account. J. Childress seconded the motion. It was voted on and approved.

- 8) Project Cost Update
  - a) FGM Architect
    - i. August expenses
      - Assistant Chief Haley informed the Board of Trustees that he has not received the August invoice yet from FGM Architect.
- 11) Land Acquisition (Executive Session - Section (2)(c)(5) of the Act)
  - a) Lily Lake sites
    - No discussion

Assistant Chief C. Hanson Comments:

- 1) Fire Prevention Bureau
  - a) Project Status (Plan Reviews, Inspections, Etc.)
    - Fire Marshal A. Isberg updated the Board of Trustees on projects in the district. He noted that Dunkin Donuts is close to being open. The Corner Grind coffee shop is also going to open soon.
    - Fire Marshal A. Isberg stated that Promise Equestrian will be opening a horse dinner theatre on Beith Rd. Panamerican Seed will be expanding on Green Rd and the LaFox Museum has possibly obtained a grant to assist with their water supply requirements.
  - b) Public Education (Classes, Special Events, Etc.)
    - Assistant Chief Hanson informed the Board of Trustees that Fire Prevention Week will be October 5<sup>th</sup>, 2014 – October 11<sup>th</sup>, 2014.
- 2) Station #3 Update
  - a) Special Use Permit
    - Assistant Chief Hanson informed the Board of Trustees that the special use permit has been submitted. The Special Use Hearing will take place at the Lily Lake Village Hall on September 22<sup>nd</sup>, 2014 at 6:30 pm. All owners within 500 feet of the building have been notified. Approval will be sought at the meeting and he does not anticipate any difficulties.
  - b) Design features
    - i. Motion to approve design fixtures and estimated costs
      - Assistant Chief Hanson presented the Board of Trustees with a basic layout for Station Three. He stated that support systems are needed to operate the station. The approximate cost is \$22,000.00 for furnishings and fixtures which are not part of the structure such as electronics, phones, lockers, etc...
      - Discussion was held on repurposing items if possible after opening the new Station One.

B. Schopp made a motion to approve up to \$25,000.00 on fixtures and furnishings. J. Childress seconded the motion. It was voted on and approved.

- 3) Labor/Management Negotiations Collective Bargaining Agreement (Executive Session)
  - a) Motion to approve Collective Bargaining Agreement for May 1<sup>st</sup>, 2013 – April 30, 2017
    - Assistant Chief Hanson informed the Board of Trustees that approval was needed for the Collective Bargaining Agreement for May 1<sup>st</sup>, 2013 – April 30, 2017. The Board of Trustees had no questions in regards to the agreement.

J. Childress made a motion to approve the Collective Bargaining Agreement for May 1<sup>st</sup>, 2013 – April 30, 2017 between the Elburn & Countryside Fire Protection District and the Elburn Professional Firefighter's Association I.A.F.F. Local #4749. B. Schopp seconded the motion. It was voted on and approved with a copy placed on file.

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Assistant Chief C. Hanson Comments continued:

b) Motion to approve Sikich to calculate retroactive compensation benefits.

- Assistant Chief Hanson informed the Board of Trustees that approval was needed to hire a third party, Sikich, to calculate the retroactive compensation benefits for the full time union employees.

J. Childress made a motion to approve Sikich to calculate retroactive compensation benefits. B. Schopp seconded the motion. It was voted on and approved.

Executive Session:

At 4:45 pm, Assistant Chief Hanson called an executive session pursuant to Section (2)(c)(1) of the Open Meetings Act (to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body, including hearing testimony on a complaint lodged against an employee to determine validity), Section (2)(c)(2) of the Act (to discuss collective negotiating matters between the public body and its employees) and/or Section (2)(c)(5) of the Act (the purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired.) and/or Section (2)(c)(11) of the Act (pending probable or imminent litigation)

At 4:45 pm, a motion to go into executive session was made by B. Schopp. J. Childress seconded the motion.

Roll Call Vote	3	Ayes
	0	Nays
	0	Absent

In attendance:

K. Callaghan	C. Hanson	P. Hall	T. Haley	J. Childress	T. Reynolds
B. Schopp	R. Britz	W. Thomas			

Chief Callaghan entered executive session at 4:52 p.m.

At 5:07 pm, the executive session ended with a motion by B. Schopp. J. Childress seconded the motion.

Action taken after executive session:

No action taken

Attorney Comments:

1) Appeal Process

a) Motion authorizing attorneys to appeal Court's decision regarding Fox River's disconnection proceeding

- Attorney R. Britz inquired with the Board of Trustees if they were interested in appealing the court's decision regarding the Fox River & Countryside Fire/Rescue District disconnection proceeding. The trustees all agreed to appeal the decision.

B. Schopp made a motion to authorize the district's attorneys to proceed with filing a notice of appeal on the Fox River & Countryside Fire/Rescue District disconnection case with authority to pursue a stay of action on the trial court's decision either with the trial court or appellate court until the appeal is decided. J. Childress seconded the motion. It was voted on and approved.

b) Motion to hire consultant

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Attorney Comments continued:

- Chief Callaghan noted that the district & Elburn Fire Department Association would like to hire a consultant, Joe Stanton, to assist in educating the public on the services that we offer and fighting the possibility of losing a large portion of the district. The Elburn Fire Department Association will be the contact point. All correspondence and education will be done off duty and at no cost to the district. They plan on putting out signs, walking the affected area and educating the public on the debt that they will be adopting if they choose to be part of the Fox River & Countryside Fire/Rescue District.

T. Reynolds made a motion to hire consultant, Joe Stanton. J. Childress seconded the motion. It was voted on and approved.

Administrative Assistant P. Hall Comments:

- No comment

Other Concerns:

- Chief Callaghan noted that the Elburn Fire Department Association hosted a pancake breakfast in support of two employees and their families that have medical bills for their children. Approximately 950 people attended and the event was quite successful. Early numbers indicate that over \$13,000.00 has been raised so far. Public education activities were provided throughout the event which was quite fun for the kids. It was a group effort and everyone helped out. He stated that a great job was done by all!

Public Comment:

- No comment

At 5:10 pm, B. Schopp made a motion to adjourn. J. Childress seconded the motion. It was voted on and approved.

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