

Elburn & Countryside Fire Protection District
Board of Trustees Meeting
08/04/2020

Date: August 4, 2020

To: President & Trustees

From: Office Assistant Merry Morris

Trustee T. Reynolds called the Trustee Meeting to order at 4:30 pm with the following persons in attendance:

T. Reynolds	L. Engberg	M. Anderson	J. Armesy	A. Lee
J. Cluchey	M. Hanson	M. Huneke	M. Morris	S. Flaherty
L. Schopp	H. Wimmer	D. Czaruk	G. Algrim	M. Didenko
C. Mulvihill	M. Horner	A. Oliver	J. Miller	S. Darlak
C. Spitzock	E. Stuehm	B. Treadway	N. Treadway	Mrs. B. Treadway

Assistant Chief M. Hanson led the Board of Trustees in the Pledge of Allegiance.

Public Comment:

- None

Awards and Presentations:

Chief J. Cluchey recognized Noah Treadway, ECFPD members on the call, police department members and TriCom dispatcher for saving the life of Brian Treadway. Noah Treadway was awarded a Meritorious Civilian Award. TriCom dispatcher was given a challenge coin. The police department members will be given an award at the Village of Elburn board meeting. The members of ECFPD that were recognized will be given new ribbons for their Class A uniforms. This is the first time these ribbons will be awarded.

Ed Stuehm of Country Financial presented the Elburn & Countryside Fire Protection District with a \$3,000 award. He won \$6,000 and split it between the Elburn Police Department and ECFPD.

Previous Meeting Minutes:

T. Reynolds called for any additions or correction of the minutes from the July 7th, 2020 meeting. A. Lee made a motion to accept the minutes. L. Engberg 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 July 7th, 2020 meeting. J. Armesy made a motion to accept the minutes. M. Anderson seconded the motion. It was voted on and approved with a copy placed on file.

Treasurer's Report:

Office Assistant M. Morris presented the Treasurer's Report. J. Armesy thanked the Chiefs for keeping the ladder truck under budget.

A. Lee made a motion to approve the July 2020 Treasurer's Report. L. Engberg seconded the motion. It was voted on and approved with a roll call vote.

Roll Call Vote

5 Ayes
0 Nays
0 Absent

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Approval of Bills:

The Purchase Journal was presented showing invoice expenses in the amount of \$197,852.65. M. Anderson made a motion to approve the bills. J. Armesy seconded the motion. It was voted on and approved with a roll call vote.

Roll Call Vote

5 Ayes
0 Nays
0 Absent

President's Report

- No report

Attorney Comments:

Atty. Flaherty stated that a suit was filed against the state regarding whether or not election date is a holiday. He will keep us posted.

Chief J. Cluchey Comments:

a) Personnel update

- Chief Cluchey noted that the temporary assignments that were previously approved have been enacted. The part time personnel that is temporarily full time can be in the position for 60 days, have a day off, then back for 60 more days. The temporary lieutenant can be in the position for the length of time the contract allows.
- Chief Cluchey stated that we have a Lieutenant that is off having knee surgery through 12/31/20, tentatively. Brian Ferguson is scheduled to return from military duty later this month. We are currently having heavy overtime and vacation time.
- Chief Cluchey also informed the Trustees that Covid and kids at home may affect our workforce. He said we may need a contingency plan. We need to find ways to sustain the work force. We have no answer at this time, but we are thinking about it.

b) Fire Commission update

- Chief Cluchey stated that the Fire Commission adopted the rules. However, regarding the apprentice program, some language needs to be worked out. They also updated their officers, which remain the same as before.

c) Intergovernmental updates

- Chief Cluchey stated that he felt it would be a good idea for 1 or 2 trustees to reach out to other municipalities to touch base. He believes it is wise to keep relationships up.

Assistant Chief M. Hanson Comments:

a) Incident Reporting

- Assistant Chief M. Hanson reviewed the incident report. A copy has been placed on file.

b) Operations Update

- Assistant Chief M. Hanson stated that he did not have anything official. He noted that he met with the union this morning, and that is going to take a lot of training to put the ladder truck in service by December 1. If we are not ready, we will not put it into service on that date.
- Chief Cluchey noted that we have a target date, but it is not steadfast. He would like to have it in service by January 1, 2021 so that we have three years of data when it meets life expectancy. Chief Cluchey thanked everyone who was and will be involved.

Assistant Chief M. Huneke Comments:

a) Fleet Maintenance Updates

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- Assistant Chief M. Huneke informed the Board of Trustees that the Squad is still listed with no interest. He noted that we will list it with a national brokerage company if it doesn't move.
- Assistant Chief Huneke also stated that Engine 301 has frame rail issues.
- b) Station Maintenance Updates
 - Assistant Chief M. Huneke informed the Board of Trustees that we are working with Herra's on brick repair.
 - Assistant Chief Huneke also stated that they are still working on the phone system. He noted that the district will have the charges waived for two months because of delays. Wall mounts will be arriving this week and will be installed.
- c) Station 3 Construction Updates
 - Assistant Chief M. Huneke informed the Board of Trustees that he had a meeting this morning. The brick will be happening soon. The project completion date for finish is December 1, 2020.
 - Assistant Chief Huneke also stated that the new fire signs are here and will be going up in the north end of the District.
 - Chief Cluchey noted that Diana at Laub Construction has done a great job.
 - President T. Reynolds stated that we should start paying the bills for Station 3 so that it is on the reports every month.

Fire Marshal Comments:

- a) Fire Prevention Bureau
 - i. Project Status (Plan Reviews, Inspections, Etc.)
 - ii. Public Education (Classes, Special Events, Etc.)
 - Fire Marshal L. Schopp reviewed the Fire Prevention Bureau report with the Board of Trustees. A copy has been placed on file.
 - Fire Marshal L. Schopp informed the Board of Trustees that we have started having some PubEd events. We participated in The Windings 4th of July parade, and they gave us a check.
 - Fire Marshal Schopp also stated that we did hold our July CPR class.
 - Fire Marshal L. Schopp stated that we have given businesses the option of self-inspection. It has been successful. We do any target hazard inspections ourselves.
 - Chief Cluchey stated that we are not doing the annual school visits for the Kaneland Fire Safety Foundation this year. We will come up with an alternative, but we will not be buying materials.
 - Chief Cluchey asked Fire Marshal Schopp how many solar plan reviews she is doing now. She stated 2-3 per week. The latest is John Stewart Elementary school.

Office Assistant M. Morris:

- No report

Committee Reports:

- 1) Foreign Fire Insurance (FFI) Board Report
 - FF/PM M. Didenko stated that the FFI Board has 5 items they are seeking approval to purchase:
 - a) Rescue Tech Lee Fire Training Manikins, \$5,000.
 - b) Rescue Grill Brushes, including replacement pads, \$150.
 - c) Three 14 Foot Murphy Ladders, not to exceed \$750.
 - d) Two Industrial Power Strips for Station 1 Day Room, \$150.
 - e) Station 3 Kitchen Appliance Package, \$5,000.

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Trustee A. Lee made a motion to approve the Foreign Fire Insurance expenditures for a total of \$11,050.00. L. Engberg seconded the motion. It was voted on and approved with a roll call vote.

Roll Call Vote

5 Ayes
0 Nays
0 Absent

2) Pension Board Report

- Assistant Chief M. Huneke noted that the pension board met last week. He stated that the pension fund is over \$11,000,000 again. He noted again that board hired Lauterbach & Amen. They currently have two disability pensions they are processing and will keep the Trustees advised. He also stated that the pension fund attorney is running for the Board.

Old Business:

1) Station #3 – Bid Package #17

- Assistant Chief M. Huneke informed the Board of Trustees that he is seeking approval for Bid Package #17 for Station 3. This will be with Metropolitan Fire Protection in the amount of \$104,714.00.

J. Armesy made a motion to approve Bid Package #17 for \$104,714.00 with Metropolitan Fire Protection. M. Anderson seconded the motion. It was voted on and approved with a roll call vote.

Roll Call Vote

5 Ayes
0 Nays
0 Absent

New Business:

1) Motion to approve declaration of surplus property (Radios and Pagers)

- Assistant Chief M. Hanson informed the Trustees that we are now using Starcom radios, and have a backup bank. We also have all of our old pagers and radios. AC Hanson would like to declare the old pagers and radios as surplus, which would enable us to donate them to surround fire departments/districts that could use them.

M. Anderson made a motion to approve the old pagers and radios as surplus. A. Lee seconded the motion. It was voted on and approved, with a copy placed on file.

2) Motion to allow President Reynolds to enter into a listing agreement for the 5N279 properties, and authority to accept sales offer

- Assistant Chief M. Huneke stated that it would be wise to put the 5N279 properties on the market sooner rather than later. It was valued around \$200,000, and he would like to get photos for the listing now during summer with the new landscaping.
- Attorney S. Flaherty stated that we need to have an appraisal and have to get 80% of the appraisal. Chief Cluchey stated that it is 3 parcels, and we had an appraisal for the bank loan. AC Huneke said not on the house.
- Attorney S. Flaherty stated there are three ways to do it: 1) Auction; 2) Sealed Bid; 3) Realtor.
- Trustee Armesy stated that he just wants it done fairly.

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M. Anderson made a motion to allow President Reynolds to enter into a listing agreement for the 5N279 properties and authority to initiate and accept a sales offer. L. Engberg seconded the motion. It was voted on and approved, with a roll call vote.

Roll Call Vote

5 Ayes
0 Nays
0 Absent

3) Any other New Business

- Assistant Chief M. Hanson thanked Trustee A. Lee for disinfecting our rigs.

Good of the Organization:

Nothing.

At 5:41 pm, M. Anderson made a motion to adjourn. L. Engberg seconded the motion. It was voted on and approved.

Respectfully Submitted,
Merry Morris, Office Assistant
Elburn & Countryside Fire Protection District