

Elburn & Countryside Fire Protection District
Board of Trustees Meeting
07/08/19

Date: July 8th, 2019

To: President & Trustees

From: Administrative Assistant Pamela Hall

Trustee T. Reynolds called the Trustee Meeting to order at 4:15 pm with the following persons in attendance:

T. Reynolds	L. Engberg	M. Anderson	J. Armesy	A. Lee
J. Cluchey	M. Hanson	P. Hall	R. Britz	S. Flaherty
L. Herra	S. Nielsen	J. Miller	C. Meyers	S. Darlak
M. Didenko	D. Czaruk	L. Schopp	B. Schopp	M. Linden
D. Razee	R. Seggebruch			

Assistant Chief Hanson 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 June 10, 2019 meeting.

A. Lee made a motion to accept the minutes. L. Enberg 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.

Trustee Lee inquired about the expenses for narcan. Lt. Nielsen stated that there has been an increase in opioid overdose incidents. She also noted that we restock narcan at the hospital and the hospital then bills the district.

Trustee Armesy inquired about the expenses associated with the polycom system. Chief Cluchey noted that there were three service calls to get the system back up and running.

J. Armesy made a motion to approve the July Treasurer's Report. M. Anderson seconded the motion. It was voted on and approved.

Approval of Bills:

The Purchase Journal was presented showing invoice expenses in the amount of \$137,452.34

M. Anderson made a motion to approve the bills. A. Lee seconded the motion. It was voted on and approved.

President's Report

- Trustee Reynolds requested an update on fire signs. Lt. Nielsen noted that all the website requests have been fulfilled. Six more signs were replaced over the weekend.

Attorney Comments:

- Attorney Robert Britz thanked the Board of Trustees for the opportunity to serve the district. He stated that he looks forward to seeing everyone more often during his retirement.

Chief J. Cluchey Comments:

- Chief Cluchey reviewed the new style of the ECFPD Treasurer's Report. He explained the capital expenses versus operating expenses and the separation of operating funds versus capital funds.
- Chief Cluchey informed the Board of Trustees that the Elburn Lions Club did a fantastic job with the Fireworks Show again this year. He also noted that Fire Marshal L. Schopp went above and beyond and wished to recognize her for her efforts.

Elburn & Countryside Fire Protection District
Board of Trustees Meeting
07/08/19

- Chief Cluchey reviewed the 2019-2020 budget noting projects that need to be completed. A copy of the projects has been placed on file.
- Chief Cluchey noted that E302 blew a head gasket over the weekend. The estimated cost is \$15,000-\$20,000.00 to repair. Discussion was held in regards to a light refurbishment of the transmission, etc...
- Chief Cluchey noted that the district received a refund check for \$35,052.00 from IPRF for overpayment of workers compensation insurance.
- Chief Cluchey presented a thank you note from Amanda Hamilton. A copy has been placed on file.
- Chief Cluchey informed the Board of Trustees that Lt. S. Fuller has presented a draft policy on the ballistic vests to Chief Cluchey for review and approval.
- Chief Cluchey noted that the administration is working with the professional photographer to complete the process for updating the photo wall at Station #1.
- Chief Cluchey noted that the chassis for the new engine has been shipped from Florida to Buffalo. The new timeline for completion has been revised to before September 30, 2019. Photos are available for viewing online.
- Chief Cluchey noted that the appraisal has been ordered for Station #3 and takes approximately 6-8 weeks. He also noted that there is a lot of paperwork associated with the Kane County Water Ordinance for Station #3.
- Chief Cluchey stated that research is being completed in regards to a second set of nomex hoods.

Assistant Chief T. Haley Comments:

a) Starcom Grant Update

- Assistant Chief Haley was not present.
- Chief Cluchey informed the Board of Trustees that the infrastructure for the tower in Sugar Grove is behind schedule. He noted that this will be a peer to peer network with receiver sites that seek the strongest signal then transmit peer to peer.

Assistant Chief M. Hanson

a) Incident Reporting

- Asst. Chief Hanson reviewed the incident report. A copy has been placed on file. He noted that the response times are longer due to multiple calls plus damage transport issues. (Electrical lines down).

1) Fire Marshal Comments:

a) Fire Prevention Bureau

- i. Project Status (Plan Reviews, Inspections, Etc.)
- ii. Public Education (Classes, Special Events, Etc.)
- Fire Marshal Schopp reviewed the Fire Prevention Bureau report. She noted that the district has been very busy with Pub Ed events (CPR Classes, Block Parties, Parades, etc...) She also noted that dry hydrant tests and flow testing hydrants is being completed this month versus inspections. A copy has been placed on file.

2) Administrative Assistant P. Hall

- No report

Committee Reports:

1) Foreign Fire Insurance (FFI) Board Report

- No report

2) Pension Board Report

a) ECFPD Pension Fund Compliance Exam

- No report

Old Business:

None

Elburn & Countryside Fire Protection District
Board of Trustees Meeting
07/08/19

New Business:

1) Proposed POC Pay Rates

a) Motion to approve the POC pay rates as proposed

- Chief Cluchey presented the Board of Trustees with proposed POC pay rates. He noted that there will be consistency and reliability with the new model of scheduling. He also stated that the rates proposed are less than neighboring districts.
- Chief Cluchey reviewed the part time employee pay rates noting the following hourly rates.
Tier I \$16.00
Tier II \$17.25
Tier III \$17.50
- Trustee Anderson inquired as to how this will affect annual raises. Chief Cluchey noted that the Board of Trustees makes that decision annually and it's at their discretion. Chief Cluchey noted that the base rate is adjusted annually on May 1st and will no longer be based on certifications.

M. Anderson made a motion to approve the POC pay rates as proposed. A. Lee seconded the motion. It was voted on and approved.

Executive Session:

At 4:50 pm, Chief J. Cluchey 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).

At 4:50 pm, a motion to go into executive session was made by M. Anderson. J. Armesy seconded the motion.

Roll Call Vote	<u>5</u>	Ayes
	<u>0</u>	Nays
	<u>0</u>	Absent

In attendance:

T. Reynolds	J. Armesy	L. Engberg	M. Anderson	A. Lee	J. Cluchey	M. Hanson
P. Hall	S. Flaherty	R. Britz				

At 5:19 pm, the executive session ended with a motion made by M. Anderson. A. Lee seconded the motion.

Roll Call Vote	<u>5</u>	Ayes
	<u>0</u>	Nays
	<u>0</u>	Absent

Good of the Organization:

- Brian Schopp addressed the Board of Trustees with his concerns for the new APT/SPT program. He stated that he felt he's being penalized with a pay freeze. He stated that he is not happy and it is disheartening that the district is doing this.
- Discussion was held in regards to the "pay freeze" that Brian Schopp noted. Chief Cluchey clarified that no one is being brought down to a lower rate or being penalized. COLA increases will still be recommended to the Board of Trustees on annual basis and they make the final decision and grant approval. The Chief explained that pay rates are not frozen forever, certification raises will stop.
- Trustee Anderson inquired as to how many employees pay rates are over the tiered amounts. Chief Cluchey noted 6 or 7.

Elburn & Countryside Fire Protection District
Board of Trustees Meeting
07/08/19

- Brian Schopp noted that he is not just speaking for himself. He is representing others that will be affected as well.
- Further discussion was held in regards to employees with more than 10 years experience versus employees with 3 years or less experience and the pay rate being less than a dollar difference and the desire to keep the senior employees are at a higher rate.
- Chief Cluchey stated that he cannot make that commitment. He can only make recommendations. The Bboard of Trustees takes action and grants approvals. He noted that the Board of Trustees takes finances into consideration when determining COLA raises annually which typically are approved in May.
- Chief Cluchey also noted that the administration will be looking at the APT/SPT program quarterly to see how it is working for the district.

At 5:33 pm, J. Armesy made a motion to adjourn. L. Engberg seconded the motion. It was voted on and approved.

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