

Elburn & Countryside Fire Protection District
Board of Trustees Meeting
09/09/19

Date: September 9, 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 (via Skype)
J. Cluchey	M. Hanson	P. Hall	S. Flaherty	J. Miller
M. Huneke	C. Elliott	S. Coomes	S. Darlak	G. Algrim
K. Murphy	C. Hanson			

Assistant Chief M. 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 August 12, 2019 meeting.

L. Enberg 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:

Administrative Assistant P. Hall presented the Treasurer's Report.

A. Lee made a motion to approve the August Treasurer's Report. J. Armesy seconded the motion. It was voted on and approved.

Approval of Bills:

The Purchase Journal was presented showing invoice expenses in the amount of \$32,345.87.

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

President's Report

- Trustee Armesy inquired as to how the new marijuana law will affect the district and drug testing.
- Chief Cluchey informed the Board of Trustees that the district currently has a zero tolerance per the union contract for employees that test positive for drugs. This new law will not change that. While Illinois law may allow for marijuana use, employees cannot be employed by district and use marijuana.
- Attorney S. Flaherty stated that the language in the contract already addresses drug use. The new law will not change the districts position. Incidents will be treated the same as the current alcohol/drug policy. Currently the district utilizes situational testing. There may be a need to change the language due to testing abilities.

Attorney Comments:

- Attorney Shawn Flaherty reviewed two bills that have been signed. One bill is in regards to information that we share with part time departments. The other is in regards to the pension task force and investments.

Chief J. Cluchey Comments:

- a) Employee Request Discussion
 - Chief Cluchey informed the Board of Trustees that an employee has requested the district adopt an ordinance enacting the Peace Officer Fire Investigator Act. Discussion was held in regards to the educational requirements, cost and the benefit to the district. It was noted that the district has members in the Kane County Task Force and we can utilize those sources when needed.
 - The Board of Trustees all agreed that the employee needs to provide documentation in regards to the educational requirements and if he has fulfilled all those requirements before legal researches. Further information is needed as well; cost of education needs and a benefit analysis.

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b) Presentation/Award

- Chief Cluchey informed the Board of Trustees the Kevin Murphy resigned as a Fire Commissioner due to moving. Chief Cluchey recognized him for his years of service and presented him with a plaque.

Assistant Chief T. Haley Comments:

- Assistant Chief Haley was not present.

Assistant Chief M. Hanson

a) Incident Reporting

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

b) Starcom Grant Update

- Asst. Chief Hanson informed the Board of Trustees that Tri-Com switched over. We have been testing in our district's problem areas and the signals have been great. He noted that the south is running behind. Discussion was held in regards to the need for a patch system so all departments can respond as well as hear for mutual aid calls.

c) Station #3 update

- Asst. Chief Hanson informed the Board of Trustees that the engine at Station #3 carries water and needs to be inside a heated building. He stated that he met with Laub Construction to discuss a concept for a temporary solution. A temporary wall with a temporary ceiling which all meet the fire code can be constructed for much less than a permanent structure.
- Chief Cluchey stated that he'd like to research a new concept utilizing the back half of the property to build a new station on. There would be no need for a special use permit since this property is already approved for special use. Research and estimates are needed for the well and septic and foot print use. The Board of Trustees all approved moving forward with the concept and research.

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. A copy has been placed on file.

1) 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

- M. Huneke informed the Board of Trustees that the pension fund has submitted everything requested for the State of Illinois audit.

Old Business:

1) 2019-2020 ECFPD Board of Trustees Meeting Schedule

- a) Motion to approve a revised 2019-2020 ECFPD Board of Trustees Meeting Schedule
- Discussion was held in regards to changing the monthly Trustees meeting from the second Monday of the month to the first Tuesday of the month with the meeting to begin at 4:30 instead of 4:15 pm. The trustees agreed to make the change effective starting in January 2020.
- The agenda item will be added to the December agenda for final approval.

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New Business:

- 1) Out of State Travel Request; Final construction inspection for our new engine.
 - a) Motion to approve Out of State Travel Request
 - Chief Cluchey informed the Board of Trustees that employees traveled to Buffalo, NY on August 16, 2019 to inspect the new engine and he is seeking approval for the airfare and hotel expenses in the amount of \$1,635.08.

M. Anderson made a motion to approve out of state travel expenses in the amount of \$1,635.08. J. Armesy seconded the motion. It was voted on and approved.

- Chief Cluchey informed the Board of Trustees that the final inspection will take place on September 24, 2019. He is seeking approval for their airfare, hotel and meal expenses.

M. Anderson made a motion to approve out of state travel expenses for the final engine inspection. L. Engberg seconded the motion. It was voted on and approved.

- 2) Authorization to replace 2007 Ford Expedition Staff Vehicle
 - a) Motion to approve replacing 2007 Ford Expedition Staff Vehicle
 - Chris Elliott informed the Board of Trustees that he has inspected the 2007 Ford Expedition and the vehicle has extensive rust damage. It does have a good engine but the value is quite low, probably less than \$1,000.00. He recommends the district pull off the equipment, sell &/or repurpose the equipment. He stated that a new vehicle is needed to replace the 2007 Ford Expedition Staff Vehicle.

A. Lee made a motion to approve replacing the 2007 Ford Expedition Staff Vehicle. M. Anderson seconded the motion. It was voted on and approved.

- 3) Authorization to surplus 2007 Ford Expedition
 - a) Motion to approve sale of 2007 Ford Expedition Staff Vehicle
 - The Board of Trustees agreed not to sell the 2007 Ford Expedition. It will be destroyed instead.

J. Armesy made a motion to approve destroying the 2007 Ford Expedition Staff Vehicle. M. Anderson seconded the motion. It was voted on and approved.

- 4) Discussion on former Station #1 Generator
 - Assistant Chief Hanson informed the Board of Trustees that he had an electrician look at the used generator. The electrician stated that there is no need to sell it. It can be used at the new Station #3 when it's built saving thousands of dollars.
- 5) Authorization to approve an Acting Assistant Chief position
 - a) Motion to approve an Acting Assistant Chief position
 - Chief Cluchey informed the Board of Trustees that he is seeking approval for an acting Assistant Chief for daytime support and the duty car at night. He is seeking the ability to work with the attorney and the union to approve a temporary acting Assistant Chief position. The position would be paid with a stipend and be in effect for less than 180 days and be non-pensionable.

M. Anderson made a motion to approve an Acting Assistant Chief position. L. Engberg seconded the motion. It was voted on and approved.

- 6) Authorization to approve compensatory time policy for full-time members
 - a) Motion to approve compensatory time policy for full-time members
 - Chief Cluchey informed the Board of Trustees that he is seeking approval for a compensatory time policy for full-time members. He noted that currently full time members are compensated at 1 ½ times their regular rate for overtime. The policy would allow for compensatory up to 72 hours and cannot create overtime.

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M. Anderson made a motion to approve a compensatory time policy for full-time members. J. Armesy seconded the motion. It was voted on and approved.

- 7) Authorization to earmark 2019 IPRF grant funds /equipment replacement funds for extrication equipment for new engine
- a) Motion to approve earmarking IPRF grant funds/ equipment replacement funds
 - Chief Cluchey informed the Board of Trustees that he'd like to earmark the IPRF grant funds for replacement equipment on the new engine. The district will receive \$26,936.00 in IPRF grant funds. The Board of Trustees agreed to earmark the funds.

J. Armesy made a motion to approve earmarking IPRF grant funds/ equipment replacement funds. M. Anderson seconded the motion. It was voted on and approved.

Good of the Organization:

- Discussion was held in regards to the Squad and how the district is not using it as much as we used to. It gets used more for mutual aid than for our use. Chief Cluchey would like to explore options on possibly turning it into a pumper/engine using the existing cab/chassis and build it into an engine.

At 5:10 pm, A. Lee 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