

**MINUTES OF THE MEETING OF THE BARRINGTON COUNTRYSIDE FIRE
PROTECTION DISTRICT
APRIL 20, 2015**

The regular meeting of the Board of Trustees of the Barrington Countryside Fire Protection District (BCFPD) was held on Monday, April 20, 2015 at 6:30 pm at Station #1, 22222 N Pepper Rd., Lake Barrington, Illinois.

1) PLEDGE OF ALLEGIANCE

2) CALL TO ORDER BY PRESIDING OFFICER -Trustee Long called the meeting to order at 6:30 pm, upon roll call the following answered:

Present Trustees: Rowan, Long, Heinze, Hill, Struck

Absent: None

3) CORRESPONDENCE – No outside correspondence this month

4) MINUTES

4A) READING AND APPROVAL OF THE MEETING MINUTES FOR MARCH 16, 2015 -

Trustee Rowan moved to approve the March 16, 2015 meeting minutes, second by Trustee Struck and approved by a voice call of all Trustees present.

Ayes: Trustees: Long, Heinze, Hill, Rowan, Struck

Nays: None

4B) READING AND APPROVAL OF THE EXECUTIVE SESSION MEETING MINUTES FOR MARCH 16, 2015. Trustee Heinze moved to approve and keep closed the March 16, 2015 executive session meeting minutes, second by Trustee Rowan and approved by a voice call of all Trustees present.

Ayes: Trustees: Long, Heinze, Hill, Rowan, Struck

Nays: None.

4C) REPORT FROM RECORDING SECRETARY- Carol Sellner stated there are no other open items other than what is listed on the agenda.

5) PUBLIC COMMENT – No Public Comment

6) ATTORNEY REPORT – Rich Curran stated he received a phone call regarding the IGA with Cuba Township and expects a proposal shortly. Trustee Rowan asked about the meeting with the Village of Barrington (VOB). Rich Curran stated he will be meeting with Chief Swanson, Trustee Long and Jim Bateman, VOB and will report back after the meeting. Trustee Rowan stated the IGA is expired, therefore the District is not subject to mandatory meetings. Rich Curran stated these are all issues that relate to the IGA and until these are cleared the agreement does have some baring.

7) FINANCIAL REPORT

7A) - PURCHASE REQUISITIONS FROM 3/11/2015-4/10/2015 - Trustee Hill moved to approve the purchase requisitions from 3/11/2015–4/10/2015. Trustee Struck second. Upon roll call the following answered:

Ayes: Trustees: Long, Hill, Heinze, Rowan, Struck

Nays: None

7B) TREASURERS REPORT AND FUND TRANSFER– Trustee Hill stated total receipts were \$731,447.97, with disbursements of \$420,596.02, leaving a balance of \$305,793.07 in the checking account. Trustee Rowan moved to approve the Treasurers Report. Trustee Heinze second. Upon roll call the following answered:

Ayes: Trustees: Long, Hill, Heinze, Rowan, Struck

Nays: None

Trustee Hill moved to approve the disbursements of \$420,596.02. Trustee Struck second.

Upon roll call the following answered:

Ayes: Trustees: Long, Hill, Heinze, Rowan, Struck

Nays: None

Trustee Hill moved to transfer \$300,000 to the Money Market account and transfer \$26,250 from the ambulance fund account to the checking account. Trustee Struck second. Upon roll call the following answered:

Ayes: Trustees: Long, Hill, Heinze, Rowan, Struck

Nays: None

Trustee Hill stated 2 CD'S will be coming due in July and recommends rolling them over. Trustee Long suggested waiting till June on a decision.

7C) REPORT FROM THE FINANCE DIRECTOR- Kim Mueller provided a written report.

8) DIVISION REPORTS

8A) ILLINOIS FIRE CHIEFS ASSOCIATION (IFCA) – John Feit stated Station 3 would be discussed in closed session and he provided a list of goals. Trustee Rowan and Trustee Heinze are in favor of adopting the list of goals provided. Trustee Long suggested integrating some of the goals into the strategic plan.

8B) PUBLIC INFORMATION REPORT – Mr. McKeon provided a written report. Trustee Heinze stated there will be an Antique Fire Truck show event.

8C) REPORT BY CHIEF SWANSON/DEPUTY CHIEF WENSCHHOF – Chief Swanson stated the EMS grant was submitted on time for \$4,371. Kim Mueller and Lt. Motisi did an excellent job on this submission. Chief Swanson provided a summary of the cost analysis for attendance at the Illinois Fire Chief Symposium for Chief Swanson and Deputy Chief Wenschhof at a cost not to exceed \$1,000. Trustee Hill moved to approve attendance for Chief Swanson and Deputy Chief Wenschhof at the Illinois Fire Chief Symposium for a cost not to exceed \$1000.000. Trustee Rowan second. Upon roll call the following answered:

Ayes: Trustees: Long, Hill, Heinze, Rowan, Struck

Nays: None

Chief Swanson provided two options in preparing to tackle the policy manual, one option would be an opportunity to partner with another similar fire department. The Trustees discussed the options of partnering with another fire department for the completion of the policy manual. The Trustees feel the policy manual needs to be done as soon as possible and will leave the decision on how to best complete the Policy Manual up to the Chief and Staff. Chief Swanson and Deputy Chief Wenschhof met with VOB regarding the automatic aid agreement. Chief Swanson explained the changes to the automatic aid agreement with the VOB. Deputy Chief Wenschhof feels this agreement allows the VOB to have their personnel released from a call

sooner and also provides the District with the amount of people needed. The Trustees agreed with the proposal provided. Asst. Chief Asta provided a written report and stated that the Brush Truck is moving forward. Asst. Chief Kreher stated he had a meeting with the VOB Public Works to discuss training between the two departments. Asst. Chief Kreher stated an after accident review was prepared after the fire and a critique on the lessons learned will be added to training. Director of Fire Prevention Rob Martel, gave an overview of his background and provided his current and future plans for Fire Prevention. The Trustees welcomed him to the District. Deputy Chief Wenschhof gave an overview of the structure fire. Deputy Chief Wenschhof stated they had 22 to 23 tankers, flowing in excess of 1500-2000 gallons a minute for over an hour, 3 different fill sites were utilized, with 40 different agencies responding. Deputy Chief Wenschhof stated they arrived on the scene at 2:40 pm, the majority of the personnel left the scene at midnight but continued a fire watch until 6 pm the following day.

9A) FACILITY PLANNING & PLACEMENT - To be discussed in closed session.

9B) STRATEGIC PLANNING – Trustee Long stated the next meeting is the 29th of April.

9C) MANAGEMENT CONSULTANT – Trustee Long stated there are additional meetings with Lew Bender and progress is being made.

9D) TUITION/TRAINING REIMBURSEMENT PROGRAM –Deputy Chief Wenschhof stated they will have one more meeting in which Trustee Heinze would like to participate.

9E) WEBSITE UPDATE / APPARATUS UPDATE– Nothing to report.

9F) CUBA TOWNSHIP WARNING SIRENS – Covered above

9G) SEARCH FOR AUDITOR – Trustee Hill provided information regarding the search process and recommends Eder Casella. Trustee Hill moved to hire Eder Casella as the District Auditor. Trustee Rowan second. Upon roll call the following answered:

Ayes: Trustees: Long, Hill, Heinze, Rowan, Struck

Nays: None

9H) PARAMEDIC SERVICES INC. CONTRACT ADDENDUM – Chief Swanson met with Larry Robbins to review and update the addendum to reflect the current operation. Trustee Rowan moved to approve the Paramedic Services, Inc. contract addendum. Trustee Hill second.

Upon roll call the following answered:

Ayes: Trustees: Long, Hill, Heinze, Rowan, Struck

Nays: None

Deputy Chief Asta stated he cannot make a recommendation without all the information regarding the cost of uniforms. Trustee Long requested a recommendation be provided by the next meeting.

10) NEW BUSINESS

10A) CERTIFICATES OF DEPOSIT – covered above

10B) PROGRESS OF BUDGET 2015/2016 –Keep on the agenda for next month

10C) RESOLUTION PALATINE OIL LOAN AGREEMENT – Trustee Rowan moved to approve the Palatine Oil Loan Agreement Resolution. Trustee Hill second. Upon roll call the following answered:

Ayes: Trustees: Long, Hill, Heinze, Rowan, Struck

Nays: None

10D) AGREEMENT PALATINE OIL – Trustee Rowan moved to approve the Palatine Oil Loan Agreement. Trustee Hill second. Upon roll call the following answered:

Ayes: Trustees: Long, Hill, Heinze, Rowan, Struck

Nays: None

10E) OTHER BUSINESS DESIGNATED BY PRESIDING OFFICER– Trustee Hill gave a review of the federal meeting he attended in April. Trustee Hill stated he met with 11 of the representatives and will be providing a written report.

Trustee Long asked about the bill regarding District mapping. Deputy Chief Wenschhof stated this was from a project identifying travel times from South Barrington and Willow Creek. Trustee Rowan stated election of officers is next month.

11)-EXECUTIVE SESSION- Trustee Hill moved to recess to closed session at 7:54 pm for the purposes of lease, sale, trade and/or purchase of District properties pursuant to 5ILCS 120/2 © (6) l(lease or sale), (c) (5) purchase of real property, (c) (11) litigation and (c) (1) personnel issues, requesting Carol Sellner, Rich Curran, John Feit, Deputy Chief Wenschhof and Chief Swanson attend the closed session. Second by Trustee Struck. Upon roll call the following answered:

Ayes: Trustees: Long, Hill, Heinze, Rowan, Struck

Nays: None

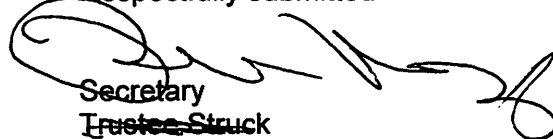
The meeting resumed at 9:15 pm. In attendance: Trustees: Long, Hill, Rowan, Struck and Heinze

12) POSSIBLE ACTION REGARDING MATTERS DISCUSSED IN EXECUTIVE SESSION

- Chief Swanson stated Kathy Altenburg took another position. The Trustees feel an Administrative Assistant should be explored.

13) ADJOURNMENT – Upon the motion by Trustee Hill, second by Trustee Rowan and approved unanimously by a voice call of all Trustees present, the meeting was adjourned at 8 pm

Respectfully submitted



Secretary
~~Trustee Struck~~

Trustee Paul Harg
Pro-Tem