

BARRINGTON COUNTRYSIDE FIRE PROTECTION DISTRICT SPECIAL MEETING

A special meeting of the Barrington Countryside Fire Protection District Board of Trustees was held on Monday, February 3, 2014, in the meeting room of Fire Station #1, at 22222 North Pepper Road, Lake Barrington, IL. The meeting was presided over by President Tom Rowan.

Present at the meeting were: Trustees Paul Heinze, Marvin Hill, and Dr. Tom Long.

Absent: Trustee Paul Struck, Attorney Rich Curran; Carol Sellnor (recording secretary).

Others present: Chief Swanson, John Feit with Illinois Fire Chiefs Association and Finance Director Mueller (recording secretary for this meeting).

CALL TO ORDER

The meeting was called to order at 3:02 p.m. followed by the Pledge of Allegiance.

UNFINISHED BUSINESS

Review and Possible Approval of Invoice – Village of Barrington December, 2013

Trustee Heinze made a motion seconded by Trustee Dr. Long to approve the payment of the December, 2013 Village of Barrington invoice.

The Trustees discussed the possible payment of the whole bill or to pay some of the bill. They agreed that the bill contains the content of some items that don't belong. The board also questioned if it was appropriate that the bill gets paid and then we request a credit for those items. Discussion included investigation of past invoices and a forensic investigation being done by an auditor. The forensic investigation will allow us to take a deep look at the expenses for the payroll and maintenance and repairs of the vehicles going back 3-5 years.

Trustee Hill advised that the bill should be paid and when we get to the True Up bill we take a thorough look at the expenses.

Contact was made with Doug Tavierne regarding a forensic audit and to him it makes sense to review pension contributions and communications and we should use seven (7) years as the guideline. We need to take our time and do a thorough job. There are measurable areas of concern and we will be taking a thorough look.

President Rowan agreed. Rich Curran is preparing a letter.

The board discussed appointing a board member to spearhead with Kinnamon, Dr. Long, Chief Swanson and Finance Director Mueller to look into the different areas.

Trustee Heinze strongly suggested that we don't add Kinnamon. Keep Kim as part of the subcommittee and our auditor. We need a firm that has experience in forensic auditing.

The areas to look at are:

Pension

Communications

Direct labor costs and our share

Maintenance and repairs of vehicles

There is no time limit on the True Up bill.

The board also discussed the retention of Char McLearn. Dr. Long commented that he has spoken with Char numerous times. She has a company in place and there would be no violation of her pension from the Village if she were to assist us with this forensic audit.

Voice vote for the motion to pay the December, 2013 Village of Barrington invoice was called for:

Paul Heinze – Yes

Marvin Hill – Yes

Dr. Tom Long – Yes

Tom Rowan – Yes

Paul Struck – Absent

NEW BUSINESS

Purchase of Second Tender

President Rowan explained the possibility of purchasing another 3,000 gallon tender from Midwest Fire. The price is \$225,000 and would be put in service at Station 2. Tender 382 would be turned into an ALS engine for a cost of \$40,000. Doing this would save us a lot of money.

The board discussed when the apparatus committee was formed.

Trustee Heinze made a motion seconded by Trustee Dr. Long to support further discussions on a second attack vehicle.

Paul Heinze – Yes

Marvin Hill – Yes

Dr. Tom Long – Yes

Tom Rowan – Yes

Paul Struck – Absent

Feasibility Analysis Conducted by FGM Architects

Trustee Hill spoke about a recent meeting with FGM Architects. The purpose of the meeting was to gather information and discuss the possibility of doing a feasibility study for Station 1. Trustee Hill was asked what brief overview FGM was going to be doing? He explained that they are going to survey the employees and propose changes within the existing four walls. These include the areas of the living quarter's possibility expanding into the apparatus floor, adding showers and where would the showers go. The survey would go out to us and we would work with the employees.

Trustee Hill asked that the board let FGM do their survey and let operations do their survey. President Rowan expressed his comments that the District has only been running calls for 35 days. Are we at a point yet where we really know what we need right now?

Trustee Heinze commented on the purpose of the feasibility study. If the board is going to appropriate the money, we need to see the justification of the need.

Trustee Hill commented that we are looking to see what we can do with what we have.

Trustee Heinze asked if the board was going to be able to see the results of the study. Chief Swanson replied yes.

The cost of the study is \$1,250.00 (would identify space needs)

The Feasibility Analysis \$2,750.00

The total cost \$4,000.00

The board discussed the need to process both the cost study and feasibility analysis.

In addition we also need to analyze personnel needs and locations. If we are moving personnel to a new location, we need to consider that as well.

Trustee Heinze commented that the board should do the space needs, but we need to take into account the needs going forward. He's okay with doing the whole plan, but only wants to go ahead with the space needs study at this time.

John Feit commented on the process and his past experience with space studies. Don't lead the employees on with what they want and need. He suggested that the board review the study before allowing the membership to see the study. Otherwise it will seem like you are taking things away from them. The survey is to just get the feelings of the employees first. Have the board review those feelings and then make adjustments from there.

Motion was made by Trustee Hill, seconded by Trustee Heinze to proceed with the space and feasibility study for a total cost of \$4,000. The second phase, or feasibility study phase will occur only after the board's review of the space survey and their approval to proceed. Trustee Heinze seconded the motion. A voice vote was called for by President Rowan:

- Trustee Heinze – Yes**
- Trustee Dr. Long – Yes**
- Trustee Hill – Yes**
- President Rowan – Yes**
- Trustee Struck - Absent**

Motion passed.

Trustee Dr. Long made a motion seconded by Trustee Heinze to adjourn the special meeting at 4:17 p.m. All yeas. Motion passed.

Respectfully submitted,



Paul Heinze
Secretary