

BARRINGTON COUNTRYSIDE FIRE PROTECTION DISTRICT SPECIAL MEETING

A special meeting of the Barrington Countryside Fire Protection District Board of Trustees was held on Monday, June 23, 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 Long, M.D.

Present at the meeting were: Trustees Paul Heinze, Marvin Hill, Paul Struck and Tom Rowan.

Others present: Assistant Chief Don Wenschhof and Finance Director Mueller (recording secretary for this meeting).

CALL TO ORDER

The meeting was called to order at 5:00 p.m. followed by the Pledge of Allegiance.

UNFINISHED BUSINESS

Consideration and Possible Approval of a Resolution Approving and Authorizing Execution of the Automatic Fire Mutual Aid Agreement between Barrington Countryside Fire Protection District and the Village of Barrington, Illinois

President Long explained that copies of the Automatic Aid Agreement were already signed by Chief Swanson.

Trustee Hill made a motion seconded by Trustee Rowan to authorize the execution of the Automatic Fire Mutual Aid Agreement between the Village of Barrington and the District.

Voice vote was called for:

**Trustee Heinze – Yes
Trustee Dr. Long – Yes
Trustee Hill – Yes
Trustee Rowan – Yes
Trustee Struck – Yes**

Motion passed.

The board discussed when the press release would go out on the District and Village reaching an agreement. Ryan McKeon is waiting for Trustee Long's direction on sending out the press release.

Trustee Rowan made a motion seconded by Trustee Heinze to adjourn the special meeting to go into executive session for the purpose of discussing personnel issues. A voice vote was called for by President Long:

**Trustee Heinze – Yes
Trustee Dr. Long – Yes
Trustee Hill – Yes
Trustee Rowan – Yes
Trustee Struck – Yes**

Motion passed.

Special meeting reconvened at 5:45 p.m.

Motion was made by Trustee Hill seconded by Trustee Struck to proceed with sending Chief Swanson the letter prepared by Attorney Curran to eliminate the automatic extension wording in the Chief's employment agreement. A voice vote was called for by President Long:

**Trustee Heinze – Yes
Trustee Dr. Long – Yes
Trustee Hill – Yes
Trustee Rowan – Yes
Trustee Struck – Yes**

Motion passed.

Motion was made by Trustee Heinze seconded by Trustee Rowan to direct Chief Swanson or Assistant Chief Wenschhof to notify PSI immediately regarding the personnel issue discussed in the executive session. A voice vote was called for by President Long:

**Trustee Heinze – Yes
Trustee Dr. Long – Yes
Trustee Hill – Yes
Trustee Rowan – Yes
Trustee Struck – Yes**

Motion passed.

Motion was made by Trustee Heinze that the organizational chart and reporting directives be altered or otherwise modified providing for the director of finance and administration to report directly to the District Trustees and the President of the Board in particular effective immediately, seconded by Trustee Rowan.

Trustee Hill commented that the Finance Director Position works more with the Treasurer of the board as the President has enough things to take care of. Trustee Heinze expressed that it is the District Trustees and the President in particular who is in effect and changes as time goes on. Trustee Hill explained that the final responsibility rests on the Treasurer of the Board and if things are not according to how the General Assembly has outlined the Treasurer is on the hot spot. President Long agreed. Trustee Heinze spoke about all the Board members being bonded as well as the question about communication between trustees that was just brought up. He explained that he doesn't see why the Finance Director and the Administrator cannot have communication, rights, and privileges to any trustee and the President in particular. From a working standpoint and from a practical standpoint on a day-to-day basis, Trustee Heinze had no problem with that. But he didn't want to restrict that position, Finance Director, to reporting to one person. Trustee Hill agreed that she should have the responsibility to be directed by the board, because she does work for the board. Trustee Heinze disagreed and advised that not according to the organizational chart. Trustee Rowan explained that Attorney Curran explained that while the Finance Director position will report directly to the board, the Administrative Assistant position should still be a direct report to the Fire Chief because she's the Chief's Administrative Assistant. Trustee Heinze had no issue with that and the chart can be modified accordingly, however, from the financial standpoint, our bonding and our insurance and the fact that we are dealing with close to \$7-million in public funding in government money it is the boards obligation to go overboard and conservative open communication with as many of

the trustees as possible. If she discovers any slight indication of impropriety, she should have the right, privilege and backing to report it to whomever possible and not be restricted to report it to one particular officer. Trustee Hill was in total agreement.

Trustee Rowan asked Trustee Hill that he had no problem in Kim reporting to the board plus someone. In other words you would like it to be the board plus the Treasurer. Through the discussion the agreement was that Trustee Hill had no issue with the Finance Director reporting to just the Board of Trustees.

The motion was amended to say that the organizational chart and reporting directives be altered or otherwise modified providing for the Director of Finance to report directly to the Board of Trustees. Trustee Rowan was in agreement with the amended motion.

A voice vote was called for by President Long:

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

Motion passed.

Discussion was held on the filling of the Battalion Chief's position and what that process is. Assistant Chief Wenschhof advised that the position will most likely be filled from the ranks below.

The board expressed that the officers need to be trained no matter what the cost. The board discussed hosting classes here and doing everything possible to get the employees training. The board requested to know the number of Firefighter I's that we currently have. The officers are working towards getting the necessary training that they need. Trustee Heinze expressed that employees getting the necessary training should be in the form of a policy or procedure. Assistant Chief Wenschhof was in agreement.

Trustee Rowan made a motion seconded by Trustee Hill to adjourn the special meeting at 6:05 p.m. All yeas. Motion passed.

Respectfully submitted,

Paul Struck
Secretary

