

**MINUTES OF THE MEETING OF THE BARRINGTON COUNTRYSIDE FIRE
PROTECTION DISTRICT
MAY 18, 2015**

The regular meeting of the Board of Trustees of the Barrington Countryside Fire Protection District (BCFPD) was held on Monday, May 18, 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

Absent: Trustee Struck

3) ELECTION OF OFFICERS – Trustee Hill nominated Trustee Long as President, Trustee Rowan as Vice President, Trustee Hill as Treasurer, and Trustee Struck as Secretary for the fiscal year of May 2015 thru April, 2016. Second by Trustee Heinze and approved by a voice call of all Trustees present.

Ayes: Trustees: Long, Rowan, Hill, Heinze

Nays: None

4) CORRESPONDENCE – ILLINOIS PUBLIC RISK – The District received a letter from Illinois Public Risk discussing the Districts history for the year. Trustee Rowan asked about the driving simulators. Deputy Chief Kreher stated the simulators are for engines and are brought to the station at no cost to the District.

5) MINUTES

5A) READING AND APPROVAL OF THE MEETING MINUTES FOR APRIL 20, 2015 -Trustee Rowan moved to approve the April 20, 2015 meeting minutes, second by Trustee Hill and approved by a voice call of all Trustees present.

Ayes: Trustees: Long, Heinze, Hill, Rowan

Nays: None

Trustee Hill moved to approve the election of Trustee Heinze as secretary pro-tem in the absence of Trustee Struck. Trustee Rowan second. Upon roll call the following answered:

Ayes: Trustees: Rowan, Long, Heinze, Hill

Nays: None

5B) READING AND APPROVAL OF THE EXECUTIVE SESSION MEETING MINUTES APRIL 20, 2015. Trustee Rowan moved to approve and keep closed the April 20, 2015 executive session meeting minutes, second by Trustee Hill and approved by a voice call of all Trustees present.

Ayes: Trustees: Long, Heinze, Hill, Rowan

Nays: None.

5C) REPORT FROM RECORDING SECRETARY- Carol Sellner stated there are no other open items other than what is listed on the agenda.

6) PUBLIC COMMENT – No Public Comment

7) ATTORNEY REPORT – Trustee Hill moved to re-appoint Rich Curran as District Counsel for the year 2015-2016, Trustee Rowan second. Upon roll call the following answered:

Ayes: Trustees: Long, Hill, Heinze, Rowan

Nays: None

Mr. Curran stated there is no action needed on the budget and appropriation agenda item. The budget portion should be realistic revenues and expenses, but you want to have sufficient funds allocated in your appropriation for any foreseen and unforeseen costs. Trustee Hill will contact the new auditor and request they attend meetings starting next month. Trustee Rowan moved to direct Eder Casella to review the budget and appropriation ordinance. Trustee Hill second.

Upon roll call the following answered:

Ayes: Trustees: Long, Hill, Heinze, Rowan

Nays: None

8) FINANCIAL REPORT

8A) - PURCHASE REQUISITIONS FROM 4/11/2015-5/10/2015 - Trustee Heinze moved to approve the purchase requisitions from 4/11/2015–5/10/2015. Trustee Hill second. Upon roll call the following answered:

Ayes: Trustees: Long, Hill, Heinze, Rowan

Nays: None

8B) TREASURERS REPORT AND FUND TRANSFER– Trustee Hill stated total receipts were \$53,125.90, with disbursements of \$435,860.95, leaving a negative balance of \$398,019.45 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,

Nays: None

Trustee Hill moved to approve the disbursements of \$435,860.95. Trustee Rowan second.

Upon roll call the following answered:

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

Nays: None

Trustee Long asked John Feit to break out his bill by project. Asst. Chief Kreher will look into why the District invoice is not broken out by project.

Trustee Hill moved to transfer \$400,000 from the Money Market account to the checking account. Trustee Rowan second. Upon roll call the following answered:

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

Nays: None

Trustee Rowan asked if Trustee Struck could join the meeting electronically. Rich Curran stated a vote would need to be taken to allow him to attend electronically.

Trustee Hill moved to transfer \$27,800 from the ambulance fund to the checking account.

Trustee Heinze second. Upon roll call the following answered:

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

Nays: None

The Trustees discussed how ambulance collections have almost doubled since leaving the Village of Barrington (VOB).

8C) REPORT FROM THE FINANCE DIRECTOR- Trustee Hill stated Kim Mueller reported on the signing of purchase requisitions. Trustee Hill feels Chief Swanson should sign all purchase requisitions so that he is aware of all the purchases in the Department. Trustee Hill requested a policy for the signing of purchase requisitions be put on the agenda for next month's meeting.

9) DIVISION REPORTS

9A) ILLINOIS FIRE CHIEFS ASSOCIATION (IFCA) – John Feit stated he is working on plans for Station 3, a comprehensive feasibility study for fill sites and looking at neighboring jurisdictions for water availability. Trustee Heinze stated they are looking in the District and talking with a company on the concept of placing high performance wells, delivering 300 gallons per minute to fill the tenders at strategic locations in the District. John Feit stated this is a well pump which is more reliable than the dry hydrants.

9B) PUBLIC INFORMATION REPORT – Mr. McKeon sent the Trustees links to the media coverage on the Antique Fire Truck show. Scott Motisi provided an update on the Antique Fire Truck Show, stating over 200 people participated and thanked Kookers Hotdogs for providing refreshments. Scott Motisi stated a blood drive from Life Source was done at the same time with 30 people donating blood. Trustee Heinze requested a list of programs that have been developed and implemented, as well as recognition ideas for Kookers and the Fire Museum for the next meeting.

9C) REPORT BY CHIEF SWANSON/DEPUTY CHIEF WENSCHHOF – Chief Swanson stated the antique fire show and open house was a fantastic event and wanted to thank the committee that worked on this event. Chief Swanson stated the staff recommended the uniforms under the current PSI contract continue as is, but in the next addendum/contract the uniforms would become property of the Fire District and future purchases of uniforms would be made by the Fire District. Deputy Chief Wenschhof updated the Board on today's three alarm fire today which is still under investigation. Chief Kreher stated several valuable items were saved from this fire by neighboring fire fighters. Deputy Chief Asta stated the Humvee will not be ready until the end of July. Trustee Hill asked if the District would express our willingness to participate in any neighboring parades. Chief Swanson will look into this. Trustee Heinze asked about a thank you letter to the neighboring Fire Districts for their support. Chief Swanson will prepare a thank you letter to the neighboring Fire Districts.

10) UNFINISHED BUSINESS

10A) FACILITY PLANNING & PLACEMENT - To be discussed in closed session.

10B) STRATEGIC PLANNING – Trustee Long stated there will be one more strategic planning meeting next Wednesday and a report will be provided after the meeting.

10C) MANAGEMENT CONSULTANT –The Trustees agree that the lessons learned should be utilized but further sessions are not needed.

10D) TUITION/TRAINING REIMBURSEMENT PROGRAM –Deputy Chief Wenschhof stated there was a meeting Thursday, and a draft policy will be sent to the Trustees within the next week. Trustee Rowan thanked the Committee members.

10E) WEBSITE UPDATE / APPARATUS UPDATE– Trustee Rowan stated they are having extended sessions on posting and updating items on the website.

10F) CUBA TOWNSHIP WARNING SIRENS – Rich Curran stated operations is reviewing the draft.

10G) CERTIFICATE OF DEPOSIT - Covered above

11) NEW BUSINESS

11A) 2015/2016 BUDGET AND APPROPRIATION ORDINANCE – covered above

11B) RESOLUTION TO SET DATE – PUBLIC HEARING 2015/2016 ANNUAL BUDGET & APPROPRIATION AUDIT – Trustee Hill moved to approve resolution #2015-2 to set the public Hearing on the 2015/2016 Annual Budget and Appropriation Audit for July 20, 2015 at 6:30 pm. Trustee Hill second. Upon roll call the following answered:

Ayes: Trustees: Long, Hill, Heinze, Rowan

Nays: None

11C) FIBER OPTICS PROPOSAL - COMCAST – Chief Swanson stated this is the connection between Station 1 and Station 2. Deputy Chief Wenschhof will provide a summary for the July alliance meeting to Trustee Heinze. Deputy Chief Wenschhof stated the cost of the 5 year Fiber Optic Proposal is approximately \$1700 per month with a notification of termination with an option to renew. Trustee Heinze moved to approve the Comcast Fiber Optic Proposal subject to the attorneys review. Trustee Hill second. Upon roll call the following answered:

Ayes: Trustees: Long, Hill, Heinze, Rowan

Nays: None

11D) VOB – INVOICES #1693 & 1694 – The Trustees discussed the invoices and the Water main/Hydrant repairs. Trustee Rowan feels the ones from the fire should not be paid because the District has a hold harmless clause, but the training is a different situation. Trustee Heinze suggested a formal letter from our attorney be sent to the VOB expressing the decision of the Board differentiating between the fire related hydrant repairs and the training hydrant repairs. Chief Swanson met with the High School and they are expecting to be paid for the entire cost of the repairs.

11E) WATER MAIN/HYDRANT REPAIRS LIABILITY – Covered above.

11F) DISCUSSION – POSSIBLE STUDY FOR CONSTRUCTION OF IN-DISTRICT WATER SUPPLY LOCATIONS - covered above

11G) – NOTIFICATION TO TERMINATE – CENCOM E991 DISPATCHING –Chief Swanson recommended giving notice to CenCom E911 dispatching to terminate our agreement while evaluating the Dispatch Centers. Chief Swanson stated if the evaluating committee decides CenCom is the best alternative the District can resend notice of termination. Rich Curran stated there is nothing in the contract about resending notice. Rich Curran feels if you give notice you are terminating the contract. The Trustees agreed that an evaluation process should continue and not give notice until a decision is made.

11H) ON-LINE ACCESS TO DISTRICT CREDIT CARD STATEMENTS- deferred to next meeting

11I) CREDIT CARD LIMIT FOR FINANCE DIRECTOR – deferred to next meeting.

11J) ILLINOIS ASSOCIATION FIRE PROTECTION DISTRICT CONFERENCE -Trustee Hill stated hotel reservations have been made for attendance in June. Trustee Hill, Trustee Long and Chief Swanson will attend.

11K) OTHER BUSINESS DESIGNATED BY PRESIDING OFFICER–Trustee Long, Deputy Chief Wenschhof and Chief Swanson met with a resident who was concerned about access and response times. During the meeting Trustee Long explained the mutual aid agreements, once the resident understood, he was comfortable with the operations. Trustee Long and Trustee Heinze went to the alliance meeting with Cary and Fox River Grove and the issue with EMS control was discussed. Trustee Long talked with the EMS coordinator for the northwest system, she stated a state wide set of protocols would not happen, but there would be some state wide regionalization. Trustee Long stated for example if we cover Cary on a change of quarters, our paramedics are covered but if we expanded coverage on a scheduled basis the District is not covered. Trustee Long stated dual certification is a reasonable answer for now. Trustee Rowan asked about the immediate goals provided by John Feit. Trustee Long stated the goals were incorporated into the last strategic planning meeting. Trustee Rowan requested the policy manual be completed as soon as possible. Chief Swanson stated the policy manual should be completed by the next Board meeting. Trustee Rowan is noticing an inconsistency in the uniform of the day. Chief Swanson stated there is an option between shorts and polo during the months between April and October. Trustee Rowan is not comfortable with having an option. Deputy Chief Wenschhof stated this was going to be discussed at the next officers meeting. Trustee Heinze would like effective usage of the communication screens at both stations to provide important employee information. Trustee Hill asked about an Emergency Management readiness program. Deputy Chief Wenschhof stated this has not been developed yet.

11)-EXECUTIVE SESSION- Trustee Rowan moved to recess to closed session at 8:18 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, and Chief Swanson attend the closed session. Second by Trustee Hill. Upon roll call the following answered:

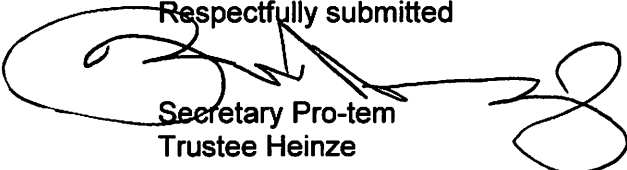
Ayes: Trustees: Long, Hill, Heinze, Rowan

Nays: None

The meeting resumed at 9:11 pm. In attendance: Trustees: Long, Hill, Rowan, and Heinze

12) POSSIBLE ACTION REGARDING MATTERS DISCUSSED IN EXECUTIVE SESSION – None

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 9:12 pm

Respectfully submitted

Secretary Pro-tem
Trustee Heinze