

**MINUTES OF THE MEETING OF THE BARRINGTON COUNTRYSIDE FIRE  
PROTECTION DISTRICT  
AUGUST 19, 2019**

The regular meeting of the Board of Trustees of the Barrington Countryside Fire Protection District (BCFPD) was held on Monday, August 19, 2019 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 Hanson called the meeting to order at 6:30 pm, upon roll call the following answered:

Present Trustees: Hanson, Long, Hower, Hill, Struck

Absent Trustees: None

**10B) CONSIDERATION AND POSSIBLE APPROVAL OF THE ANNUAL AUDIT FOR THE FISCAL YEAR ENDING APRIL 30, 2019.** Kevin Smith, Eder Casella gave an overview of the audit. The overall audit went well this year, no management letter, and journal entries are made on a monthly basis. There was an overall decrease of \$257,000 due to recording the liability for the Village of Barrington. Ending fund balance in the general fund was 4.3 million, Ambulance fund was 4.8 million. Trustee Hill moved to approve the annual audit for the Fiscal Year ending April 30, 2019. Second by Trustee Hower.

Ayes: Trustees: Hanson, Hower, Long, Struck, Hill

Nays: None

**3) CORRESPONDENCE**

**3A) CONTACT CARDS** – 12 cards were received, all with a rating of 5. The District received a letter from the Illinois Department of Labor stating no violations were found on the OSHA visit.

**3B) LEGISLATIVE UPDATE-** Senate Bill 2473 was approved which deals with purchase contracts. The Legislative Summit is on Oct 29, 2019.

**4) MINUTES**

**4A) READING AND APPROVAL OF THE MEETING MINUTES FOR JULY 15, 2019.** Trustee Long moved to approve the July 15, 2019 meeting minutes as revised, second by Trustee Hill and approved by a voice call of all Trustees present.

Ayes: Trustees: Hanson, Hower, Long, Struck, Hill

Nays: None

**4B) READING AND APPROVAL OF THE EXECUTIVE MEETING MINUTES FOR JULY 15, 2019.** Trustee Long moved to approve and keep closed the July 15, 2019 Executive session meeting minutes, second by Trustee Hill and approved by a voice call of all Trustees present.

Ayes: Trustees: Hanson, Hower, Long, Hill

Nays: None

Abstain: Trustee Struck

**4C) READING AND APPROVAL OF THE SPECIAL MEETING MINUTES FOR JULY 30, 2019.** Trustee Hill moved to approve the July 30, 2019 special meeting minutes, second by Trustee Struck and approved by a voice call of all Trustees present.

Ayes: Trustees: Hanson, Hower, Long, Struck, Hill

Nays: None

**4D) REPORT FROM RECORDING SECRETARY-** Nothing to report.

**5) PUBLIC COMMENT** – Trustee John Schaller, Lake Barrington, complimented everyone for the work done on the Route 22 closing. The Barn stop is September 28, 2019. John Haniotes stated the money market rate is 2.45%, and a 1 year cd rate is 1.7 %.

**6) ATTORNEY REPORT** – A written report was provided stating the budget has been filed with all counties, 36 E. Dundee Rd. closing was completed and the second payment was paid to the Village of Barrington. Kennels are required to have sprinklers or someone on site 24 hours.

#### **7) FINANCIAL REPORT**

**7A) PURCHASE REQUISITIONS FROM 7/18/19-08/14/2019** – Trustee Hower moved to approve the purchase requisitions from 07/15/2019-08/15/2019 for \$63,326.05. Trustee Hill second. Upon roll call the following answered:

Ayes: Trustees: Hanson, Hower, Long, Hill, Struck

Nays: None

Assistant Chief Motisi suggests purchasing larger monitors, repurposing the current monitors, 2 white boards, and placing the BCFPD Logo in the training room at a cost of \$11,000. Audio and Video upgrades are not needed at this time.

**7B) TREASURERS REPORT AND FUND TRANSFER**– Trustee Hower moved to approve the Treasurers Report with total receipts of \$3,114,798.12, including a \$534,254.28 cd roll over to money market, disbursements of \$442,071.83 leaving a balance of \$2,082,888.60 in the checking account. Trustee Struck second. Upon roll call the following answered:

Ayes: Trustees: Hanson, Hower, Long, Hill, Struck

Nays: None

Trustee Hower moved to approve the disbursements of \$442,071.83. Trustee Struck second. Upon roll call the following answered:

Ayes: Trustees: Hanson, Hower, Long, Hill, Struck

Nays: None

Trustee Hower moved to transfer \$2,000,000 from the checking account to the money market account and \$41,000 from the ambulance account to the money market account, and 95.46 to petty cash. Trustee Long second. Upon roll call the following answered:

Ayes: Trustees: Hanson, Hower, Long, Hill, Struck

Nays: None

Trustee Hower and Chief Kreher will be meeting to discuss presenting financials differently in the future.

#### **8) DIVISION REPORTS**

**8A) PUBLIC INFORMATION REPORT** – Mr. McKeon provided a written report, and will be sending information regarding the open house, knox boxes and tax breaks for sprinklers. Open House invitations should be sent to the legislators.

**8B) REPORT BY CHIEF AND ASST. CHIEFS** –A written report was provided stating the blood drive and open house is Saturday. Route 22 will be closed for the next month, but opened for ambulances and will have a 24 hour flagger. Staff recommends not charging single family residents for plan reviews or sprinkler testing, and feels the current amount charged is

excessive. Director Martel suggests changing the wording in amendment 903.2.13 to add the words "renovations and remodeling to existing buildings". Fourteen people will be promotional testing, 9 for lieutenant and 3 for captain. The testing is September and October, promotions will be the first of the year.

**9) UNFINISHED BUSINESS**

**9A) FACILITY PLANNING & PLACEMENT** – Currently the Staff is working with the architect and engineer on the new station.

**10) NEW BUSINESS**

**10A) CONSIDERATION AND POSSIBLE APPROVAL OF AN ORDINANCE DECLARING SURPLUS PROPERTY AND AUTHORIZING AND APPROVING THE DISPOSAL OF SAID EQUIPMENT.** Staff is recommending the 2006 international ambulance, which has an estimated worth of \$4500, be declared as surplus. Trustee Hill moved to approve ordinance 2019-14 declaring the 2006 international ambulance as surplus and authorizing the Chief to dispose of the ambulance. Trustee Long second. Upon roll call the following answered:  
Ayes: Trustees: Long, Hanson, Hill, Hower, Struck  
Nays: None

**10C) DISCUSSION OF CREDIT CARD POLICIES AND PROCEDURES.** – Trustee Hill recommends that the Board change the policies. Trustee Long moved to change the wording eliminating the phrase "and the current Board President, Treasurer and any other authorized Trustee from sub-paragraph E of the relevant section of the policy manual. Trustee Hill second. Upon roll call the following answered:  
Ayes: Trustees: Long, Hanson, Hill, Hower, Struck  
Nays: None

**10D) OTHER BUSINESS DESIGNATED BY PRESIDING OFFICER** – Nothing at this time.

**11) EXECUTIVE SESSION-** Trustee Hill moved to recess to closed session at 7:21 pm for the purposes of personnel issues and litigation. Second by Trustee Struck. Upon roll call the following answered:  
Ayes: Trustees: Hanson, Hower, Long, Hill, Struck  
Nays: None

The Meeting resumed at 7:46 pm. In attendance Trustees, Hill, Hower, Long, Struck and Hanson

**12) POSSIBLE ACTION:** Trustee Hill moved to settle the 2017 tax objections for \$4000. Second by Trustee Struck. Upon roll call the following answered:  
Ayes: Trustees: Hanson, Hower, Long, Hill, Struck  
Nays: None

**13) ADJOURNMENT** – Upon the motion by Trustee Hill second by Trustee Long and approved unanimously by a voice call of all Trustees present, the meeting was adjourned at 7:46 pm.

Respectfully submitted



Trustee Hill  
Secretary