

**MINUTES OF THE MEETING OF THE BARRINGTON COUNTRYSIDE FIRE
PROTECTION DISTRICT
FEBRUARY 15, 2021**

The regular meeting of the Board of Trustees of the Barrington Countryside Fire Protection District (BCFPD) was held on Monday, February 15, 2021 at 6:34 pm at Station #1, 22222 N Pepper Rd., Lake Barrington, Illinois.

PLEDGE OF ALLEGIANCE

1) 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, Hill, Hower, Struck

Absent Trustees: None

2) CORRESPONDENCE

2A) CONTACT CARDS – The District received correspondence from the Barrington Chamber of Commerce for supporting their silent auction.

2B) LEGISLATIVE UPDATE- Trustee Hill discussed House Bill 4276.

3) MINUTES

3A) READING AND APPROVAL OF THE MEETING MINUTES FOR JANUARY 25, 2021.

Trustee Long moved to approve the January 25, 2021 meeting minutes, second by Trustee Hower and approved by a voice call of all Trustees present.

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

Nays: None

3B) REPORT FROM RECORDING SECRETARY- Nothing to report.

4) PUBLIC COMMENT – John Schaller, thanked the District for services and mentioned the upcoming blood drive.

5) ATTORNEY REPORT – A written report was provided, stating the 1004 Hough Street exemption was filed and will be heard in March. The 2019 tax exemption cases have been received. Chief Kreher responded to the FOIA request regarding the Foreign Fire Tax.

6) FINANCIAL REPORT

6A) PURCHASE REQUISITIONS FROM 1/25/21-02/15/2021 – Trustee Hower moved to approve the purchase requisitions from 1/19/2021-02/15/2021 for \$100,000. Trustee Long second. Upon roll call the following answered:

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

Nays: None

6B) TREASURERS REPORT AND FUND TRANSFER: Trustee Hower moved to approve the Treasurers Report for January with total receipts of \$61,030.58, disbursements of \$593,701.98, which includes electronic payments of \$19,749.02, leaving a negative balance of \$532,671.40. Trustee Long second. Upon roll call the following answered:

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

Nays: None

The total amount spent on Station 3, excluding the cost of the property is \$143,576.78.

6C) TREASURERS REPORT AND FUND TRANSFER - Trustee Hower moved to transfer \$580,000 from the money market account to the checking account and \$48,000 from the ambulance account to the Money Market account. Trustee Hill second. Upon roll call the following answered

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

Nays: None

7) DIVISION REPORTS

7A) PUBLIC INFORMATION REPORT – Written report was provided, stating the blood drive information will be distributed.

8) REPORT BY CHIEF AND ASST. CHIEFS –A written report was provided. The Blood drive will be on March 6, at Station 1.

9) UNFINISHED BUSINESS –

9A) DISCUSSION AND POSSIBLE APPROVAL OF A UTILITY SERVICE ACCOUNT.

Trustee Hower talked with Barrington Bank and the accountant regarding a limited account to pay utilities only, which include Nicor, Verizon, ComEd, and Comcast. The account would be set up as a direct debit with each of the vendors. This would eliminate the late fees that are occurring because of the meeting dates and due dates. Trustee Hanson asked if each vendor can have a cap. Trustee Hower stated this account has a limit of \$10,000, but will look into limiting individual payees. Trustee Hower moved to approve the establishment of a \$10,000 utility account to be debited by Nicor, Verizon, ComEd and Comcast. Staff will audit this account and will revisit the progress in six months. Trustee Struck second. Upon roll call the following answered

Ayes: Trustees: Hanson, Hower, Long, Struck

Nays: Trustee: Hill

9B) DISCUSSION AND POSSIBLE APPROVAL OF ADDING ACH ACCOUNT- Trustee Hower provided a spreadsheet showing ACH payments over the last 12 months, ACH pending and potential vendors. Trustee Hower is asking for approval on the pending vendors that are interested in ACH payments. Templates have been set up for each vendor, which have a not to exceed safeguard. Trustee Hower talked with the accountant, they are in favor of ACH payments. Trustee Hower moved to add ACH payments to the 7 vendors listed. Trustee Struck second. Upon roll call the following answered

Ayes: Trustees: Hanson, Hower, Long, Struck

Nays: Hill

9C) DISCUSSION AND POSSIBLE APPROVAL OF A CONSTRUCTION MANAGER FOR STATION 3 – To be discussed in executive session.

10) NEW BUSINESS

10A) STRATEGIC PLANNING SESSION DATES. The Trustees discussed strategic planning dates with Rob Oberwise to be held on February 22, at 3:00pm.

10B) DISCUSSION AND POSSIBLE APPROVAL OF CONTRIBUTIONS TO THE 401K PLAN- The Trustees discussed the 401K contributions. Chief Kreher reviewed the qualifying employees with PSI. The first year the amount was \$118,000, last year was 102,000 due to

forfeiture of people who left the District. Trustee Hill moved to approve the 5% contribution into the 401k plan. Trustee Struck second. Trustee Hower amended the motion to approve the 5% contribution with a cap amount of \$150,000. Trustee Long second. Upon roll call the following answered

Ayes: Trustees: Hanson, Hower, Long, Struck, Hill
Nays: None

Trustee Hill stated that the Chief's report this month was very informative and complimented Asst. Chief Asta and Asst. Chief Motisi. Asst. Chief Asta discussed the reductions in cost because of the move to ADNET.

10C) BI-ANNUAL REVIEW OF CLOSED SESSION MINUTES - The Trustees reviewed the closed session meeting minutes. Trustee Long moved to keep closed the executive minutes for the past 6 months. Second by Trustee Hill. Upon roll call the following answered:

Ayes: Trustees: Hanson, Hower, Long, Hill, Struck
Nays: None

10D) DISCUSSION AND POSSIBLE APPROVAL OF ANNUAL APPOINTMENT OF CHIEF KREHER AS THE FOIA AND OMA OFFICER. Trustee Long moved to approve the appointment of Chief Kreher as the FOIA and the OMA Officer. Second by Trustee Struck. Upon roll call the following answered:

Ayes: Trustees: Hanson, Hower, Long, Hill, Struck
Nays: None

11) EXECUTIVE SESSION- Trustee Hower moved to recess to closed session at 7:33 pm for the purpose of discussion of retention of a professional firm for the position of construction manager for Station 3. Second by Trustee Struck. Upon roll call the following answered:

Ayes: Trustees: Hanson, Hower, Long, Hill, Struck
Nays: None

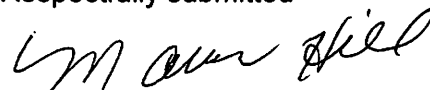
The meeting resumed at 8:14pm. In attendance Trustee Hanson, Hower, Long, Hill and Struck.

Trustee Struck moved to approve a special meeting on February 22, 2021 at 3:00pm. Second by Trustee Long. Upon roll call the following answered:

Ayes: Trustees: Hanson, Hower, Long, Hill, Struck
Nays: None

12) ADJOURNMENT – Upon the motion by Trustee Long second by Trustee Struck and approved unanimously by a voice call of all Trustees present, the meeting was adjourned at 8:15pm.

Respectfully submitted



Trustee Hill
Secretary