



COUNTRYSIDE FIRE PROTECTION DISTRICT

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www.countrysidefire.com

Chuck Smith, Chief

Bruce A. Brown, President

MINUTES OF THE BOARD OF TRUSTEES MEETING COUNTRYSIDE FIRE PROTECTION DIST. HELD May 22, 2020

The meeting of the Countryside Fire Protection District Board of Trustees was called to order at 11:00 AM by Trustee Bruce Brown. Roll call indicated those present: Bruce Brown, Bryan Hogan, Mike Davenport, Fire Chief Smith, Deputy Chief Heinz, and John Kelly, Attorney. Absent – Deputy Chief Echtenacher. Minutes of the April 16, 2020 board meeting were reviewed. Motion to approve by Bryan Hogan, second by Bruce Brown. Motion carried.

Reports:

President – Completed IAFFPD continuing education training course

Secretary – No report

Treasurer – No report

Oath of Office

Trustee Bruce Brown performed the Oath of Office for new Trustee Mike Davenport

Election of Officers

None

Motion by Bruce Brown, second by Bryan Hogan to elect Bruce Brown as President.

Roll Call Vote: Hogan-Aye, Davenport-Aye and Brown-Aye

Motion by Bruce Brown, second by Bryan Hogan to elect Bryan Hogan as Treasurer.

Roll Call Vote: Hogan-Aye, Davenport-Aye and Brown-Aye

Motion by Bruce Brown, second by Bryan Hogan to elect Mike Davenport as Secretary.

Roll Call Vote: Hogan-Aye, Davenport-Aye and Brown-Aye

Chief's Report

Provided the Trustees with an update on how Covid 19 has changed the near term operations at the CFPD.



Personnel

Jack Rutkowski began career position 5/4/2020. Will swear in at next regularly held Board Meeting
2020 Promotional Process Update
Finance Director – Lisa Clausen

The regular monthly reports on Bureau activity, training certifications, response data and monthly financial activity were reviewed.

Facilities

Fire Stations

Capital Project Freeze pending tax receipts

APPARATUS & EQUIPMENT “B”

Grants

Received 2019 IDPH EMS Grant – purchased 4 video laryngoscopes

All AFG grants have been submitted pending decisions

Apparatus & Equipment

Water Rescue Package update

Looking closely at an ARGO emergency vehicle
Postponed until field tested in icy waters – 2021 purchase planned

New ambulance scheduled for delivery early 2021. Apparatus committee working on revising current spec with any additional needs before ordering.

Programs

Regional 911 Consolidation update – awaiting results of RFP for technology

Vernon Hills Dispatch update – first part-time cross trained employee working out well

Medicaid – GEMT – no update. PBS is looking into increased Medicaid payments that could be a result of GEMT funding.

Other Information

Metro/PBS contract was recently audited. Ambulance billing revenues exceeded the planned benchmark significantly and Metro/PBS is returning an overage of \$207,410.97.

FY2019-20 wrap up. With the Metro/PBS refund, capital projects being frozen the last 2 months of the budget year, and other operational changes throughout the year, the District should move to reserves in excess of \$500,000.

FY2020-21 tentative budget is present and is balanced with a small surplus expected. Of note, we have not included any potential TIF monies from the Centennial project or additional ambulance billing revenues in the FY2020-21 tentative budget.

Correspondence

D/C Heinz has been collecting the information of the countless citizens and businesses that have generously donated supplies and food to our folks over the past several months. We will formally thank them with letters being sent out in the near future as our operation continues to return to normal.

Intergovernmental Relations

The Chiefs have attended Zoom meetings with every government agency that we are affiliated with great success. Intergovernmental relations for this month's report is too much to list, but there has been tremendous collaboration between all of the jurisdictions we serve and neighbor throughout this pandemic event.

Vernon Hills – No report

Lake County – No report

Hawthorn Woods – No report

Mundelein – No Report

Long Grove – No Report

Libertyville – No Report

Other Agencies (ARA's) – No Report

Retirements and Service Recognition

None

Articles / Newspaper Clippings

Daily Herald (4/7/2020) – Burn ban enacted in Vernon Hills area

Daily Herald (5/10/2020) - Vernon Hills High School teen tech innovator contest changes, expands amid coronavirus

Daily Herald (5/8/2020) – Lake Barrington latest to ban open burning on residential properties

Attorney's Report

John Kelly of Ottosen DiNolfo Hasenbalg & Castaldo, Ltd. reported on and discussed the following items:

The Illinois General Assembly is back in session this week to pass a state budget and a Covid 19 relief package. Updated the Trustees on the on the current real estate tax collection schedule.

Old Business

None

New Business

A motion was made by Bruce Brown and seconded by Bryan Hogan to authorize the Fire Chief to hire Lisa Clausen as Finance director effective June 1, 2020.

Roll Call Vote: Hogan-Aye, Davenport-Aye and Brown-Aye

A motion was made by Bruce Brown and seconded by Mike Davenport to approve the proposed FY2020-21 Salary & Benefits Schedule.

Roll Call Vote: Hogan-Aye, Davenport-Aye and Brown-Aye

A motion was made by Bruce Brown and seconded by Bryan Hogan to approve the proposed FY2020-21 Tentative Budget.

Roll Call Vote: Hogan-Aye, Davenport-Aye and Brown-Aye

A motion was made by Bruce Brown and seconded by Bryan Hogan to renew the contract of Fire Chief Chuck Smith.

Roll Call Vote: Hogan-Aye, Davenport-Aye and Brown-Aye

Remarks from the floor

None- No electronic communication relayed

Bills

A motion to ratify bills paid in the amount of \$348,732.55 (check numbers 20873 – 20979) was made by Bruce Brown, second by Bryan Hogan. Motion carried.

Roll Call Vote: Hogan-Aye, Davenport-Aye and Brown-Aye

Adjournment - Motion to adjourn by Bruce Brown, second by Bryan Hogan. Motion carried. Meeting was adjourned at 12:10 PM.

Tim Kasper
Recording Secretary