



COUNTRYSIDE FIRE PROTECTION DISTRICT

600 N. Deerpath Drive • Vernon Hills • Illinois • 60061

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Chuck Smith, Chief

Bruce A. Brown, President

MINUTES OF THE BOARD OF TRUSTEES MEETING COUNTRYSIDE FIRE PROTECTION DISTRICT

April 15, 2021

A meeting of the Countryside Fire Protection District Board of Trustees was held on Thursday, April 15, 2021 at 7:30pm at the Countryside Fire Protection District located at 600 N. Deerpath Drive, Vernon Hills, Illinois 60061, pursuant to notice.

CALL TO ORDER: Trustee Brown called the meeting to order at 7:30 p.m.

ROLL CALL:

PRESENT: Trustees Bruce Brown, Mike Davenport and Joe Kiriazes

ABSENT: None

ALSO PRESENT: Fire Chief Smith, Deputy Chief Echtenacher, John Kelly, Attorney

PLEDGE OF ALLEGIANCE

APPROVAL OF MEETING MINUTES: The board reviewed the March 11, 2021 meeting minutes. A motion was made by Trustee Davenport and seconded by Trustee Kiriazes to approve the March 11, 2021 meeting minutes as written. Motion carried by voice vote.

PRESIDENT REPORT: Trustee Brown recognized it is National Public Safety Telecommunicators Week and also mentioned it was inspirational to see the police and fire in Vernon Hills together to recognize the commendations this evening.

CHIEF REPORT:

Department reports

Response update: As of April 1st, the facemask protocol in the station changed to mask free for employees who have been fully vaccinated

Update on Lake County mass vaccination efforts: Sending paramedics to Lake County fairgrounds on Monday and Tuesdays, likely to end soon as other sites start up in the county

Incident and Response report – call volume is still lower

Bureau report

Construction update

Financial report

The Board reviewed the Statement of Receipts and Disbursements along with the Accounts Payable detail. The finance director provided an update on the tax revenue collections for tax year 2019 and our credit opinion issued by Moody's Investors Service on April 5, 2021. A motion was made by Trustee Brown and seconded by Trustee Davenport to accept the financial report as presented. Motion carried by roll call vote.

AYES: Trustees Brown, Davenport and Kiriazes

PROUDLY SERVING

Vernon Hills, Hawthorn Woods, Long Grove, Kildeer, Indian Creek and Unincorporated areas of Lake County

SINCE 1959



NAYS: None
ABSENT: None

Personnel

- Four career personnel started on 4/5/2021 along with six POP personnel on 4/7/2022, however two existing POPs have left CFPD in the past couple of weeks
- Metro contract for personnel, equipment and ambulance billing – Confirmed our buy out on June 1, 2021 for all four ambulances and equipment will be \$179,644.47, contract will be amended to 3 contract personnel down from six; one ambulance will be sold to offset the repurchase cost.
- POP update – 13 active POPs, looking forward to adding six after the fire academy

Monthly Training Report & Certifications: Deputy Chief Echtenacher has provided a list of the month's certifications and recognitions for the membership.

Facilities

Fire Stations

- Update provided regarding the roof consultant's report
- Station 2 refresh – working refresh numbers into the budget and capital plan in three phases: Phase 1 – reception and front offices \$125K, Phase 2 – work space area and executive bathrooms \$200K, Phase 3 back of house/kitchen \$300K

Grants

- AFG Grant for SCBA with Long Grove and Lincolnshire has been submitted
- SAFER grant application submitted for 6 new FF/PM (\$1.9M)
- Received IDPH grant for \$7,400 to update CFPD ballistic gear

Apparatus

- Hovercraft RFP bids – received one bid for the Hovercraft in the amount of \$58,165.66 by Neoteric Hovercraft Inc.
- Hose tender 411 was donated to Newport Fire Protection District

Programs

- Regional 911 Consolidation: no update

Other Information

- Old Engine 1 update – The association did agree to purchase the old engine 1

Correspondence/Communications/Exhibits

- Thank you from Lake Zurich FD for assistance at a structure fire
- Thank you from Hodges family for support after passing of their grandson

Intergovernmental relations

Vernon Hills

- IGA for Dispatch Services VH – CFPD – LBVL 2021-2026 (2027 option)
- IGA for public works to service light fleet in the works

Long Grove

- Fire Chief/D/C departure – began talks to renew relationship

Retirements and Service Recognitions

June 10, 2021 – tentative date to honor Trustee Wolowic and Trustee Hogan for their service

ATTORNEY’S REPORT: John Kelly of Ottosen DiNolfo Hasenbalg & Castaldo, Ltd. reported on and discussed the following items: nothing to report.

OLD BUSINESS: None

NEW BUSINESS:

A motion was made by Trustee Brown and seconded by Trustee Kiriazes to approve the bid by Neoteric Hovercraft Inc. to purchase 4-person rescue hovercraft not to exceed \$58,165.66.

AYES: Trustees Brown, Davenport and Kiriazes

NAYS: None

ABSENT: None

A motion was made by Trustee Brown and seconded by Trustee Davenport to approve the IGA between the Village of Vernon Hills, Countryside Fire Protection District and the Village of Libertyville for dispatch services.

AYES: Trustees Brown, Davenport and Kiriazes

NAYS: None

ABSENT: None

A motion was made by Trustee Brown and seconded by Trustee Kiriazes to recommend reappointment of Fire Chief Chuck Smith to the Countryside Firefighter’s Pension Fund Board for a three-year term.

AYES: Trustees Brown, Davenport and Kiriazes

NAYS: None

ABSENT: None

A motion was made by Trustee Brown and seconded by Trustee Davenport to approve the tentative FY 2021-22 budget along with the proposed salary adjustments as presented.

AYES: Trustees Brown, Davenport and Kiriazes

NAYS: None

ABSENT: None

PUBLIC COMMENT: There were no public comments.

EXECUTIVE SESSION:

Motion was made by Trustee Brown and seconded by Trustee Davenport to discuss personnel matters in Executive Session at 8:07 PM. Motion carried unanimously by roll call vote.

AYES: Trustees Brown, Davenport and Kiriazes

NAYS: None

ABSENT: None

Motion was made by Trustee Brown and seconded by Trustee Davenport to adjourn the Executive Session at 8:17 PM. Motion carried unanimously by voice call vote.

No actions were taken during executive session.

APPROVAL OF THE BILLS: The bills were presented to the board. A motion was made by Trustee Brown and seconded by Trustee Kiriazes to ratify bills paid in the amount of \$227,395. Motion carried unanimously by roll call vote.

AYES: Trustees Brown, Davenport and Kiriazes

NAYS: None

ABSENT: None

ADJURNMENT: A motion was made by Trustee Brown and seconded by Trustee Kiriazes to adjourn the meeting at 8:39 p.m. Motion carried unanimously by voice call vote.

Minutes prepared by Lisa Clausen, Finance Director, Countryside Fire Protection District