



COUNTRYSIDE FIRE PROTECTION DISTRICT

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

Phone 847.367.5511 • Fax 847.367.5521

www.countrysidefire.com

Chuck Smith, Chief

Bruce A. Brown, President

MINUTES OF THE BOARD OF TRUSTEES MEETING COUNTRYSIDE FIRE PROTECTION DISTRICT

August 19, 2021

A meeting of the Countryside Fire Protection District Board of Trustees was held on Thursday, August 19, 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 7:35 p.m.

ROLL CALL:

PRESENT: Trustees Bruce Brown, Mike Davenport and Joe Kiriazes

ABSENT: None

ALSO PRESENT: Fire Chief Smith, Deputy Chief Heinz, Deputy Chief Echtenacher, James Wargo, Attorney

PLEDGE OF ALLEGIANCE

APPROVAL OF MEETING MINUTES: The board reviewed the July 15, 2021 meeting minutes. A motion was made by Trustee Kiriazes and seconded by Trustee Davenport to approve the July 15, 2021 meeting minutes as written. Motion carried by voice vote.

PRESIDENT REPORT: Trustee Brown will be attending the IPPFA conference in September virtually.

CHIEF REPORT:

Department reports

Response update: Monitoring our COVID response as necessary

Incident and Response report

Bureau report

Construction update

Finance report

The Board reviewed the Statement of Receipts and Disbursements along with the Accounts Payable detail. The finance director provided an update on the FY 2021 financial statement audit. A motion was made by Trustee Brown and seconded by Trustee Davenport to accept the financial report as presented. Motion carried by voice vote.

Personnel

- Promotional process update – written exam on 8/20/2021
- Injury updates – 3 career injuries (2 OJI and 1 off duty)



- Contract – 2 contract vacancies still exist, contract ends 11/14/2021
- POP Update – Reduced by one POP due to long term injury

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

Facilities

Fire Stations

- Roof consultant – specification complete with pre-bid meeting scheduled for September
- HVAC – recommend rejecting the bids received since they didn't address the humidity issues and proceed with the recommendation from Trane

Grants

- AFG and SAFER - still awaiting word. AFG grant awards have begun, should hear soon on SAFER

Apparatus

- New Hovercraft is complete, finishing trailer. Will be delivered in September and in service October 1st.
- New ambulance delivered and in service on 8/20/21
- Fire Engine – likely out of service for 9 months and \$50,000 in damage

Programs

- Regional 911 Consolidation: 2nd extension to original IGA, to be followed by a new IGA and additional financial commitments if CFPD would like to continue to be a part of the implementation of Regional 911. Implementation of the new CAD will be over the next 24 months.

Other Information

Correspondence/Communications/Exhibits

Annual Compliance Report was reviewed by peer assessor and accepted as submitted to maintain accredited status.

Intergovernmental relations

Vernon Hills – President Brown and Chief Smith attended the Vernon Hills Elected Officials and Administrators quarterly meeting

Lake County – Working with Lake County to help shape future open burning rules and regulations. Met with Chair Hart, Board Member Julie Simpson and local Fire Chiefs to discuss MIH, ET3, and 911 Medical Triage possible funding

Hawthorn Woods – Chief met with former Lake Zurich Fire Chief, John Malcolm who is the new Hawthorn Woods Public Safety Director

Mundelein – Annexation letter PINS 11-31-300-094 & 11-31-300-107

Long Grove – In process of naming new Fire Chief from 4 finalists

Libertyville – No report

Other Agencies (ARA's) – many Lake County leadership changes: Winthrop Harbor, Zion, North Chicago, Long Grove, Lake Zurich, Waukegan, Highland Park

Retirements and Service Recognitions

Articles/Newspaper Clippings

Daily Herald 8-13-21 – Person found dead in Libertyville house after fire

ATTORNEY’S REPORT: James Wargo of Ottosen DiNolfo Hasenbalg & Castaldo, Ltd. reported on and discussed the following items: the law office is working on the first pension consolidation tranche in October which should benefit those who transfer their assets in subsequent tranches. There are still a lot of questions regarding the pension consolidation.

OLD BUSINESS: None

NEW BUSINESS:

A motion was made by Trustee Davenport and seconded by Trustee Kiriazes to approve the 2nd extension to IGA 18-R-11 to extend the term of the Regional 911 agreement until 9-6-2022.

AYES: Trustees Brown, Davenport and Kiriazes

NAYS: None

ABSENT: None

A motion was made by Trustee Brown and seconded by Trustee Kiriazes to approve the MOU between CFPD and LCHD to submit for FEMA funding for reimbursement for costs incurred during Lake County vaccination efforts.

AYES: Trustees Brown, Davenport and Kiriazes

NAYS: None

ABSENT: None

A motion was made by Trustee Davenport and seconded by Trustee Kiriazes to reject all bids received in June 2021 for station 2 HVAC project as specifications of RFP were not met.

AYES: Trustees Brown, Davenport and Kiriazes

NAYS: None

ABSENT: None

A motion was made by Trustee Brown and seconded by Trustee Davenport to waive additional rounds of competitive bids for station 2 HVAC project and instead contract with Trane through the OMNIA/US Communities purchasing cooperative for an amount not to exceed \$375,000, subject to final approval by legal counsel.

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 Kiriazes to discuss personnel matters in Executive Session at 8:37 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 9:04 PM. Motion carried unanimously by voice call vote.

Board directed the chief to draft a COVID vaccine mandate for all CFPD employees.

APPROVAL OF THE BILLS: The bills were presented to the board. A motion was made by Trustee Davenport and seconded by Trustee Kiriazes to ratify bills paid in the amount of \$347,207.39. Motion carried unanimously by roll call vote.

AYES: Trustees Brown, Davenport and Kiriazes

NAYS: None

ABSENT: None

ADJURNMENT: A motion was made by Trustee Kiriazes seconded by Trustee Davenport to adjourn the meeting at 9:05 p.m. Motion carried unanimously by voice call vote.

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