



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 20, 2023

BOARD OF TRUSTEES MEETING

A meeting of the Countryside Fire Protection District Board of Trustees was held on Thursday, April 20, 2023 at 6:30 pm 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 6:30 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, John Kelly, Attorney

PLEDGE OF ALLEGIANCE

APPROVAL OF MEETING MINUTES: The board reviewed the March 9, 2023 meeting minutes. A motion was made by Trustee Kiriazes and seconded by Trustee Davenport to approve the March 9, 2023 meeting minutes as written. Motion carried by voice vote.

PRESIDENT REPORT

SECRETARY REPORT

TREASURER REPORT

CHIEF REPORT:

Department reports

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.



Personnel

- 1 light duty shoulder injury
- All full time position are full (3 non-medics, 2 awaiting October fire academy)
- Hired Community Risk Reduction paid part time intern for summer months

Recognition/Certifications

- Division Chief Ogurek has provided a list of the month's certifications and recognitions for the membership.

Facilities

- FGM Architects – feedback from staff provided to architects, awaiting detailed drawing updates. For budget purposes, initial number for Station #2 was \$4.5M - \$5.5M
- Resolution for land donation behind Station #1 for future training site

Grants

- Awaiting delivery on SCBA's
- Lake County ARPA Grant request status – in review with the Lake County Board Committee, next update is April 21st
- AFG grant submitted for new SCBA compressor for station 2 and cascade for station 1

Apparatus & Equipment

- No updates

Programs

- Accreditation
 - Site visit week of May 22nd
 - Hearing August 28th – 30th
- 911 consolidation – New Project Manager hired to consolidate PSAPs and ETSBs
- Quad 4 radio network update: This project is nearing final numbers and likely will require some significant contingency funds to move forward.

Other Information

- W. Ct of Shorewood Fire – update
- COVID policies – May 11th official end of the pandemic emergency
- Trustee Davenport term ends April 30, 2023 – re-appointment information has been submitted to County Board
- Need new Pension Trustee appointed by Board (current Trustee Brown position)
- Local Government Efficiency Committee – establish by June 10, 2023

Correspondence/Communications/Exhibits

- Statement of Economic interest forms – all have been filed
- Thank you letters from Grayslake FPD and Barrington-Countryside FPD for responses to recent structure fires

Intergovernmental relations

Vernon Hills

Lake County – Code update and residential sprinkler requirement

Hawthorn Woods

Mundelein – New Deputy Chief Jeremy Lockwood

Long Grove – New station referendum passed

Libertyville – New Deputy Chief Steve Holtz

Other Agencies (ARA's)

Retirements and Service Recognitions

- None

Articles/Newspaper Clippings

ATTORNEY'S REPORT: John Kelly of Ottosen DiNolfo Hasenbalg & Castaldo, Ltd. provided his report: Mr. Kelly provided an update on our timeline for adopting next year's budget.

EXECUTIVE SESSION:

Motion was made by Trustee Brown and seconded by Trustee Kiriazes to discuss personnel matters in Executive Session at 7:27 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 8:21 PM. Motion carried unanimously by roll call vote.

AYES: Trustees Brown, Davenport and Kiriazes

NAYS: None

ABSENT: None

BOARD ACTION FROM CLOSED EXECUTIVE SESSION:

A motion was made by Trustee Brown and seconded by Trustee Kiriazes to approve the Personnel Salary Adjustments for FY 2023-24. Motion carried unanimously by roll call vote.

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 FY 2023-24 Preliminary Budget. Motion carried unanimously by roll call vote.

AYES: Trustees Brown, Davenport and Kiriazes

NAYS: None

ABSENT: None

OLD BUSINESS: None

NEW BUSINESS:

A motion was made by Trustee Brown and seconded by Trustee Davenport to approve Ordinance 23-O-01 creating and authorizing a committee pursuant to and in compliance with The Decennial Committees on Local Government Efficiency Act. Motion carried unanimously by roll call vote.

AYES: Trustees Brown, Davenport and Kiriazes

NAYS: None

ABSENT: None

A motion was made by Trustee Brown and seconded by Trustee Davenport to return COVID protocols for the district to pre-pandemic status. Motion carried unanimously by roll call vote.

AYES: Trustees Brown, Davenport and Kiriazes

NAYS: None

ABSENT: None

A motion was made by Trustee Davenport and seconded by Trustee Kiriazes to approve the appointment of Bruce Brown as Pension Trustee for 3 year term. Motion carried unanimously by roll call vote.

AYES: Trustees Brown, Davenport and Kiriazes

NAYS: None

ABSENT: None

PUBLIC COMMENT: None

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 \$542,346. Motion carried unanimously by roll call vote.

AYES: Trustees Brown, Davenport and Kiriazes

NAYS: None

ABSENT: None

ADJOURNMENT: A motion was made by Trustee Brown seconded by Trustee Davenport to adjourn the meeting at 8:24 p.m. Motion carried unanimously by voice call vote.

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