



COUNTRYSIDE FIRE PROTECTION DISTRICT

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Chuck Smith, Chief

Bruce A. Brown, President

MINUTES OF THE BOARD OF TRUSTEES MEETING COUNTRYSIDE FIRE PROTECTION DISTRICT

October 15, 2020

A meeting of the Countryside Fire Protection District Board of Trustees was held on Thursday, October 15, 2020 at 7:30 p.m. at the Countryside Fire Protection District located at 600 N. Deerpath Drive, Vernon Hills, Illinois 60061, pursuant to notice.

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

ROLL CALL:

PRESENT: Trustees Bruce Brown and Bryan Hogan

ABSENT: Trustee Mike Davenport

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

APPROVAL OF MEETING MINUTES: The board reviewed the September 17, 2020 meeting minutes. A motion was made by Trustee Hogan and seconded by Trustee Brown to approve the September 17, 2020 meeting minutes as written. Motion carried unanimously by voice vote.

PRESIDENT REPORT: Trustee Brown congratulated both Jack Rutkowski and Trevor Echtenacher for their oath of office taken today.

CHIEF REPORT:

Department reports

Incident and Response report

Bureau report

Construction update

Statement of Receipts and Disbursements

Update on Property Tax Collections

Update on district audit

Personnel

IMRF Authorized Agent: Lisa Clausen to be named as authorized agent for IMRF.

Career Firemedic Update: Anticipated vacancy in the next 30 days, requesting Board approval to fill the position from the current eligibility list if needed. If an offer is extended, it will exhaust the current eligibility list. Requesting Board approval to declare the current eligibility list exhausted and allow the Chief to begin the process of establishing a new eligibility list.



Contract/POP updates: Continued vacancies within the Metro contract. Meeting next week with Metro to discuss. POP opportunities posted.

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

Facilities

Fire Stations: Currently assessing capital improvement needs for strategic planning. List includes Station 2 HVAC, roof, offices and parking lot and Station 1 concrete apron

Grants

AFG grants: Grants have been submitted pending decisions – award rounds have begun so should hear soon

CARES Act Grant: Reimbursement request has been submitted totally \$3.6M, \$199K has been allocated by Lake County to CFPD

Programs

Ambulance billing update/Metro PBS contract addendum for billing commission

Regional 911 Consolidation: No update, awaiting action on Tech RFP

Vernon Hills Consolidated Dispatch: no update

Hawthorn Mall - TIF & JRB, TIF was approved by the Village of Vernon Hills last week

Other Information

Preliminary EAV report

Lake County Open burn update

Social Media Policy Update

300 Block of Abbey Lane structure fire

ATTORNEY'S REPORT: John Kelly of Ottosen DiNolfo Hasenbalg & Castaldo, Ltd. reported on and discussed the following items: increased assessment complaints over prior years, more residential, assessor will defend them.

OLD BUSINESS: None

NEW BUSINESS: A motion was made by Trustee Brown and seconded by Trustee Hogan to approve Resolution No. 2020-R-05 to delegate Lisa Clausen as Authorized Agent for the Illinois Municipal Retirement Fund. Motion carried unanimously by roll call vote.

AYES: Trustees Brown and Hogan

NAYS: None

ABSENT: Trustee Davenport

A motion was made by Trustee Brown and seconded by Trustee Hogan to approve the First Amendment to the billing agreement between Paramedic Billing Services and Countryside Fire Protection District. Motion carried unanimously by roll call vote.

AYES: Trustees Brown and Hogan

NAYS: None

ABSENT: Trustee Davenport

A motion was made by Trustee Brown and seconded by Trustee Hogan to authorize to fill any open position for the current eligibility list, if needed in next 30 days. Motion carried unanimously by roll call vote.

AYES: Trustees Brown and Hogan

NAYS: None

ABSENT: Trustee Davenport

A motion was made by Trustee Brown and seconded by Trustee Hogan to declare the current eligibility list exhausted if a vacancy is filled with the current eligibility list in the next 30 days. Motion carried unanimously by roll call vote.

AYES: Trustees Brown and Hogan

NAYS: None

ABSENT: Trustee Davenport

A motion was made by Trustee Brown and seconded by Trustee Hogan to allow the Chief to begin the process of establishing a new eligibility list if the current one is declared exhausted. Motion carried unanimously by roll call vote.

AYES: Trustees Brown and Hogan

NAYS: None

ABSENT: Trustee Davenport

PUBLIC COMMENT: There were no public comments.

APPROVAL OF THE BILLS: The bills were presented to the board. A motion was made by Trustee Brown and seconded by Trustee Hogan to ratify bills paid in the amount of \$228,522.24. Motion carried unanimously by roll call vote.

AYES: Trustees Brown and Hogan

NAYS: None

ABSENT: Trustee Davenport

CLOSED SESSION, IF NEEDED: There was no need for closed session.

ADJURNMENT: A motion was made by Trustee Brown and seconded by Trustee Hogan to adjourn the meeting at 7:58 p.m. Motion carried unanimously by voice vote.

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