

SOUTH ELGIN AND COUNTRYSIDE FIRE PROTECTION DISTRICT  
A MUNICIPAL CORPORATION OFFICIAL RECORD

DATE: November 11 2025

The regular monthly meeting for the South Elgin and Countryside Fire Protection District was called to order on November 11, 2025 at 19:00. The meeting was conducted at Station 22, 2055 McDonald Road, South Elgin, IL, 60177.

PRESENT: President Diana Cornelissen, Secretary Rick Bohlman, Trustee Jeff Theriault, and Trustee Kathy Hazelwood

ABSENT: Treasurer Jeffrey Speyers

Acceptance and Approval of Consent Agenda

- a. Ordinance 25-002 Tax Levy Ordinance
- b. Approval of Part-Time Employee's Provident Accident & Health Policy Renewal in the amount of \$2,908
- c. Approval of Travelers Crime Insurance Policy Renewal \$1,168
- d. Approval of October 14<sup>th</sup>, 2025, meeting minutes
- e. Approval of October 22<sup>nd</sup> Special Meeting minutes
- f. Approval of Treasurer's Report for October 2025
- g. Approval November 11<sup>th</sup>, 2025, bills in the amount of \$60,184.94  
Ratify October 15 through November 10<sup>th</sup>, 2025, bills in the amount of \$162,497.68

Trustee Hazelwood made a motion to accept items B,C D, E, & G from the consent agenda as presented. Secretary Bohlman seconded, and the motion passed by a voice vote of 4-0 (Treasurer Speyers absent).

ATTORNEY'S REPORT-

Attorney Shawn Flaherty informed the Board of new legislation taking effect January 1, 2026, that amends certain provisions of the Open Meetings Act and the Freedom of Information Act (FOIA). He noted the following key changes:

- Board meetings may not be held on an election day.
- The District may refuse FOIA requests submitted via embedded links or attachments.
- Military service has been added as a permissible reason for a board member to participate remotely in a meeting.
- The District may deny a FOIA request if there is reason to believe it was generated robotically.

Attorney Flaherty also reported that the proposed Pension Legislation did not pass.

Trustee Theriault asked Attorney Flaherty about the use of artificial intelligence programs for preparing trustee meeting minutes. The Board agreed that implementing an AI-based system for minute preparation could be a viable option in the future.

CHIEF'S REPORT-

- Staff reported that Ordinance 25-002, the Tax Levy Ordinance, will be placed on the agenda for the December Trustee Board Meeting.
- The Board agreed to reschedule the regular December meeting. The meeting originally set for December 9, 2025, will be held on December 16, 2025. A Public Hearing for the Budget and Appropriations will begin at 9:00 a.m., followed by the Regular Board Meeting at 9:15 a.m.

- Chief and James Howard are finishing up the District's Budget and Appropriations, a notice will be published with its viewing availability 30 days prior to its approval.
- The Fire Commission has approved the Preliminary Full-Time Hiring List, and the District is currently within the preference-point submission window. The Commission is scheduled to meet on November 13, 2025, to review and approve all submitted preference points and finalize/approve the Full-Time Hiring List. The District intends to hire the first three qualified candidates from the finalized list immediately, with Chief Luchsinger aiming for a start date shortly after the New Year.
- Chief Luchsinger reminded the Board to complete their annual online Harassment Training.
- Chief Luchsinger led a discussion regarding the vacant property adjacent to Station 21 and the potential of a training facility on the vacant property as the property owner contacted the Fire District to solicit the sale of the property. Additional research and analysis will be required to determine the feasibility of this project.
- Pending Insurance Policy's yet to renew- Chief Luchsinger and Dave Broz from Railside Citrus briefly went over our renewals for both Provident Group Life and VFIS Property & Casualty.

PRESIDENT'S REPORT- In honor of Veterans Day, President Cornelissen thanked all of the Veterans in our District for their service.

OLD BUSINESS-  
Nothing at this time.

NEW BUSINESS—

Presentation of Draft 2026 Fiscal Budget - Chief Luchsinger presented the draft Fiscal Year 2025 budget to the Board, providing a detailed overview of the projected revenues, expenditures, and allocations. The proposed budget is balanced and includes provisions for an increase in staffing. Chief Luchsinger also highlighted key budgetary priorities and potential impacts on services, ensuring that the Board had a clear understanding of the financial plan for the upcoming fiscal year. The Board engaged in discussion and asked clarifying questions regarding specific line items and staffing projections.

The Board briefly discussed the District's bond interest rate and explored the possibility of refinancing to secure a lower interest rate. Jame Howard noted that this matter will be monitored and kept on the District's radar.

TREASURER'S REPORT—

James Howard attended the meeting via Zoom to review the District's October 2025 financial report, which had been provided to the Board in advance. He discussed the District's financial position nine months into the fiscal year, noting that the District remains in a strong position with only two months remaining. Ambulance revenue is performing well and is above the budgeted average. Trustee Theriault made a motion to approve the District's October 2025 Financial Report as presented. Secretary Bohlman seconded, and the motion passed 4-0 (Treasurer Speyers absent).

Discussion and possible approval of 2026 District Meeting Dates- Discussion and possible approval to set 2026 District Board of Trustees Meeting Schedule- The Board discussed possible meeting times that work for all parties involved. Secretary Bohlman made a motion to approve the District's Trustee Meeting Schedule for 2026 as presented Trustee Hazelwood seconded, and the motion passed 4-0 (Treasurer Speyers absent).

Discussion and possible approval of annual Stryker maintenance agreement in the amount of \$26,906.23 Battalion Chief Peters was recognized for his efforts in compiling and organizing all the maintenance agreements. Trustee Hazelwood made a motion to approve the annual Stryker maintenance agreement not to exceed \$26,906.23. Trustee Theriault seconded, and the motion passed 4-0 (Treasurer Speyers absent).

Chief Luchsinger informed the Board that the District's cardiac monitors are approaching the end of their serviceable and warranty life. He noted that plans for their replacement will be developed.

Discussion and possible approval of Ordinance 25-003 Lift Assist Fees – Effective January 1, 2026, fire districts may charge a fee for lift assist calls after six assists per (profited) facility when there is no ambulance transport. This policy allows the District to recover costs associated with repeated non-emergency lift assists while continuing to provide essential community support. Trustee Theriault made a motion to approve the Ordinance 25-003, Lift Assist Fees as presented. Secretary Bohlman seconded, and the motion passed 4-0 (Treasurer Speyers absent).

#### ANY OTHER NEW BUSINESS-

Nothing at this time.

#### GOOD OF THE DISTRICT-

The rollout rack (#3) in the Battalion Chief's vehicle is still not meeting expectations. Rather than waiting for a new model to be produced and delivered, the District will modify the current rack to fit the vehicle. For our trouble the company is not charging us for the unit.

Chief Luchsinger updated the Board on the out-of-service ladder truck. The District is awaiting a specification to design the necessary parts for repair, which will guide the plan to return the truck to service.

A house fire occurred in the District today and was reported by a passing by resident who noticed smoke coming from an upstairs window. This quick action likely prevented further damage and may have saved the building.

#### PUBLIC COMMENT–

Nothing at this time.

President Cornelissen made a motion to move to Closed Session @ 20:04 for the purpose of 5 ILCS 120/2 (c)(1) The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body to determine its validity, and 5 ILCS 120/2 (c)(11) Litigant, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed session, and 5 ILCS 120/2 (c)(21) Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06. Secretary Bohlman seconded, and the motion passed 4-0 (Treasurer Speyers absent).

Trustee Hazelwood made a motion that was seconded by Secretary Bohlman to return to the regular meeting at 20:24, 4-0 (Treasurer Speyers absent).

#### ADJOURNMENT-

There being no further business to come before the Board on a motion duly made by Trustee Theriault and seconded by Treasurer Speyers, the meeting was adjourned at 20:24 hours; the motion passed 4-0 (Treasurer Speyers absent).

Respectfully submitted,  
Secretary Bohlman