

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

DATE: December 12, 2024

The regular monthly meeting for the South Elgin and Countryside Fire Protection District was called to order on December 12, 2024, at 09:00. The meeting was conducted at Station 22, 2055 McDonald Road, South Elgin, IL, 60177.

PRESENT: President Diana Cornelissen, Secretary Rick Bohlman, Treasurer Jeffrey Speyers, and Trustee Kathy Hazelwood

ABSENT: Trustee Jeff Theriault

President Cornelissen opened the Truth in Taxation Public Hearing @ 09:00. President Cornelissen inquired if there was any public comment or questions on Ordinance 2024-004, an Ordinance Levying and Assessing Taxes of the South Elgin and Countryside Fire Protection District for 2024. There being no comments or questions, the Public Hearing was closed at 09:01.

PRESENTATIONS –

In September of 2024 the District received notice that we had been given the Government Finance Officers Association (GFOA) Award for financial reporting for the 22-23 Fiscal Year. The District's efforts to increase transparency and reporting were recognized by the Government Finance Officers Association which awarded the District with their highest level of award, the Certificate of Achievement Award. This month the District received the plaque for the GFOA Award. James Howard reminded the board what a great accomplishment this is in financial reporting and that it should be proudly displayed. The District will be working towards a similar award for our budget this year.

The personnel that were deployed in October have received recognition and award(s) from MABAS for their service in Florida. These awards will be presented to Chief Luchsinger, Lt Brian Beatty, and FF/PM Tyler Hite at the upcoming Employee Appreciation Dinner.

Treasurer's Report –James Howard was present and reviewed with the Board the District's financial report as provided for November 2024. The Board discussed the District's financial position heading into the last month of 2024. James discussed the proposed inflation rate with the Board.

Acceptance and Approval of Consent Agenda

- a. Approval of the November 14th, 2024 Meeting Minutes
- b. Approval of Treasurer's Report for November 2024
- c. Approval December 12, 2024 bills in the amount of \$ 27,269.96
Ratify November 15, 2024 -December 11, 2024 bills in the amount of \$ 754,493.83

Secretary Bohlman made a motion to accept the consent agenda as presented. Trustee Hazelwood seconded, and the motion passed by a voice vote of 4-0 (Trustee Theriault absent).

ATTORNEY'S REPORT- Attorney Flaherty updated the Board on an employee's arbitration and the timeline of receiving a final decision. Shawn informed the Board that he is working with the Village of South Elgin to clean up a concern regarding the deed for Station 23. Attorney Flaherty reminded the Board that there will be a Lame Duck session in Springfield in the first week of January; this may give the Pension Reform Tier II bill and others a chance to pass before the new members are installed.

CHIEF'S REPORT –

- Chief Luchsinger, BC Bill Eckles and Lt. Brian Beatty had recently attended a seminar at Illinois Fire Service Institute (IFSI). Chief Luchsinger was asked to participate as an instructor in the future. The Board's approval is needed for Chief Luchsinger to engage in this opportunity; the Board approved this endeavor.
- Fire Prevention Fee Structure Ordinance – The Fire Prevention Bureau's Inspection / Plan Review fees are in need of updating. Battalion Chief Bill Eckles and Inspector Arnie Zabran will compare fees of other Districts and municipalities and prepare a restructured fee schedule for the District to approve and follow. An ordinance will be prepared for the Board to approve in upcoming months. The District is changing the process of invoicing / receiving Fire Prevention Bureau fees; the invoices will be prepared and tracked in QuickBooks.
- Update Lieutenant Testing Process - Chief Luchsinger and Assistant Chief Schmidt met with the testing company representative and identified the process for testing. The next step in the process will be for the candidates to be interviewed by Chief Luchsinger on January 2nd and 3rd, the assessment center will follow on January 14th. The process will be completed before the current list expires.
- Annual Trustee Training - Chief Luchsinger is still searching for the easiest way for the Board to complete the annual necessary training.

PRESIDENT'S REPORT-

President Cornelissen thanked everyone that helped to make the District's Breakfast with Santa a wonderful event for everyone who participated.

OLD BUSINESS-

Nothing at this time.

NEW BUSINESS-

Discussion and possible approval of Ordinance 2024-004, Ordinance Levying and Assessing Taxes of the South Elgin and Countryside Fire Protection District for 2024- Treasurer Speyers made a motion to approve Ordinance 2024-004, an Ordinance Levying and Assessing Taxes of the South Elgin and Countryside Fire Protection District for 2024. Secretary Bohlman seconded, and the motion passed by a voice vote of 4-0 (Trustee Theriault absent).

Discussion and possible approval of FY 2025 Operations and Capital Budget – Chief Luchsinger had previously sent the Board a video presentation examining the proposed budget for the 2025 FY. Trustee Hazelwood made a motion to approve the FY 2025 Operations and Capital Budget as presented. Treasurer Speyers seconded, and the motion passed by a voice vote of 4-0 (Trustee Theriault absent).

Discussion and possible approval to increase the authorized staffing levels from 41 full-time firefighters to 44 full-time firefighters as presented by the Fire Chief- The Board entered a discussion of hiring 3 more additional full-time firefighters. Chief Luchsinger had previously sent the Board a report breaking down the necessity to increase the number of full-time firefighters using the relief factor, various data, District finances, comparables, and the probability of filling the vacancies of upcoming retirees. More staff has made a positive impact on the District and Chief Luchsinger feels we should continue moving forward and hire 3 more firefighters in 2025, progressing from 41 to 44 full-time firefighters. He would like to spread the hiring over 2025 to ease budgeting. His plan would be to hire one now, one in late summer and the last in the fall. Secretary Bohlman made a motion to authorize Chief Luchsinger to increase the District's number of full-time firefighters to 44 in 2025. Trustee Hazelwood seconded and the motion passed by a voice vote of 4-0 (Trustee Theriault absent).

Discussion and possible approval of Property and Casualty Insurance- The District's broker from Railside Citrus, Dave Broz, was present at the meeting. Chief Luchsinger and Dave Broz went over the policy renewals with the Board. Treasurer Speyers made a motion to approve the District's Property and

Casualty Insurance renewal for 2025. President Cornelissen seconded, and the motion passed by a voice vote of 4-0 (Trustee Theriault absent).

Discussion and possible approval of Crime Coverage policy- Dave Broz discussed the policy's renewal with the Board. Treasurer Speyers made a motion to approve the District's Crime Coverage Policy Insurance renewal for 2025. Secretary Bohlman seconded, and the motion passed by a voice vote of 4-0 (Trustee Theriault absent).

Discussion and possible approval of Group Life Insurance- Dave Broz discussed the Group Life Insurance renewal with the Board. The Board discussed examining the need of the having Dave look into a new policy from IPRF that works with Workers' Comp companies and has the benefit of covering PEDAs expenses. President Cornelissen made a motion to approve the District's Group Life Insurance policy(s) for 509.00 and authorized Chief Luchsinger to look into the other policy options and the IPRF coverage to be followed up in January. Secretary Bohlman seconded, and the motion passed by a voice vote of 4-0 (Trustee Theriault absent).

Discussion and possible approval of (3) Stryker Xpedition Stair Chairs and Maintenance Agreements as presented not to exceed \$59,938.87- Chief Luchsinger presented a video for the Board showing the benefits of utilizing the Stryker Xpedition Stair Chair. Chief Luchsinger discussed using this year's IPRF Grant to help cover the cost of these devices. President Cornelissen made a motion to approve the purchase of (3) Stryker Xpedition Stair Chairs as presented not to exceed \$47,433.37 (after \$2,750.00 trade in credit). Secretary Bohlman seconded, and the motion passed by a voice vote of 4-0 (Trustee Theriault absent).

President Cornelissen made a motion to approve the purchase of (3) Maintenance Agreements for the Stryker Xpedition Stair Chairs not to exceed \$12,505.50. Treasurer Speyers seconded, and the motion passed by a voice vote of 4-0 (Trustee Theriault absent).

Any other New Business- Nothing at this time.

Good of the District – Chief Luchsinger informed the Board of the administrative holiday schedule. Chief Luchsinger advised that he will be off at a conference the second week of January and on vacation for 4 days in mid-January. He also informed the Board that he learned of some opportunities for our District to participate in live fire training with the Elgin FD in the next couple months.

Public Comment- None at this time

Adjournment

There being no further business to come before the Board on a motion duly made by Treasurer Speyers and seconded by Trustee Kathy Hazelwood the meeting was adjourned at 10:17 hours; the motion passed 4-0 (Trustee Theriault absent).

Respectfully submitted,
Secretary Bohlman