

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

DATE: June 13, 2023

The regular monthly meeting for the South Elgin and Countryside Fire Protection District was called to order on June 13, 2023, at 19:01.

PRESENT: President Diana Cornelissen, Secretary Rick Bohlman, Treasurer Jeffrey Speyers, and Trustee Jeff Theriault

ABSENT: None

PRESENTATIONS –

Chief Luchsinger informed the Board that the District received a thank-you note this past month stemming from a call for an infant that was choking/not breathing. Our crews provided excellent care to the baby. The parents of the child later found out the baby had an unknown medical issue that was discovered because of the call. The crew included Lt. Eric Truax, FF/PM Tyler Hite, FF/PM Andrew Wright, FF/EMTb (Paramedic Student) Ryan Differding and FF/EMTb Anthony Greco. Great job guys!

Treasurers Report –James Howard was present and reviewed the District’s financial report for May 2023 with the Board.

Acceptance and Approval of Consent Agenda

- a. Approval of May 9th, 2023, meeting minutes
- b. Approval of Treasurer’s Report for May 2023
- c. Approval bills in the amount of \$ 460,278.69
Ratify bills in the amount of \$ 748,714.61

Treasurer Speyers made a motion to accept the consent agenda as presented. Secretary Bohlman seconded, and the motion passed unanimously.

ATTORNEY’S REPORT-

- Shawn has continuously updated the Board on legislative bills that impact fire districts; these bills included increasing bid limits, district’s ability to sell property, and PSEBA insurance choices. Shawn informed the Board that the bidding bill and the lift assist bill have both stalled. A bill that covers benefits for duty related illnesses passed. A summary of the bills pertinent to the fire district can be found on the IFCA website.
- Attorney Matt Simo updated the Board on the annexation for the St. Charles properties. Matt is working on the paperwork for this undertaking, including the notices and draft ordinance. Shawn informed the Board that this should all be completed before the end of the year.

CHIEF'S REPORT –

- Part-Time Administrative Assistant update – In the past week we have received three applicants for the position. Interviews will be set up in the next couple of weeks with the hope of having someone in the position by mid-July.
- Short-term Investment update- President Cornelissen, Chief Luchsinger, and Britta Eggebrecht met via zoom with John Falduto to discuss short term investment options for our incoming tax revenue. Chief Luchsinger discussed a plan to invest money in three different investment plans: a 6-month plan, a 9-month plan, and a 12-month investment plan. The intention is to make the most interest off our money while still having access to the funds necessary to maintain payroll and accounts payables.
- District Operation Account-Money Market Checking Acct.- The Board further discussed opening accounts at Elgin State Bank. Treasurer Speyers made a motion to open two accounts at the Elgin State Bank, one being a money market account and the other a checking account for payroll purposes. Trustee Theriault seconded, and the motion passed unanimously.
- Illinois Department of Health and Human Services Reimbursement Grant- Chief Luchsinger received notice at the end of May that the District was eligible for an ARPA Grant in the amount of \$131,000.00. This grant is to help reimburse the District for pandemic expenses that we have incurred in the past 36 months. The application has been accepted and is currently under review.

PRESIDENT'S REPORT- Nothing at this time.

OLD BUSINESS –

LifePak 15 Monitor- The District is on the short list for a loaner LifePak Monitor, and our monitor has been ordered. Delivery should be expected in approximately one year from now.

Any other Old Business- Nothing at this time.

NEW BUSINESS-

Discussion and possible approval to increase the authorized full-time firefighter staff to 41 – Chief Luchsinger led a discussion with the Board regarding a PowerPoint that he had sent the Board rationalizing his recommendation to increase staffing to alleviate overtime and all the consequences that come with that. Assistant Chief Schmidt explained the Relief Factor in staffing. Battalion Chief Starr reported to the Board that filling OT has become difficult as our firefighters are burnt out from working too much. The Board discussed all the factors involved in hiring three more firefighters and how that will affect the District both financially and operationally. The Board discussed the full-time hiring process. Trustee Theriault made a motion to authorize Chief Luchsinger to hire three additional full-time firefighters to increase our full-time firefighter staff to 41. Treasurer Speyers seconded, and the motion passed unanimously by voice vote.

Assistant Chief Schmidt discussed with the Board the idea of our District partnering with the Elgin Fire Department to train and prepare part-time firefighters for a full-time career in the fire service.

Presentation of 2022 Annual Report – Assistant Chief Schmidt discussed the District’s 2022 Annual Report. The District’s administration felt this report was an important way to reach out to our residents. The report will be posted on our website.

Discussion and approval of Illinois Public Risk Fund-Workers Comp Renewal \$335,100- Dave Broz from Railside Citrus was present at the meeting. Dave reviewed the renewal with the Board. Trustee Theriault made a motion to approve the Workers Comp Renewal as presented. President Cornelissen seconded, and the motion passed unanimously.

Discussion and approval of Station 22 HVAC Bid Proposals/Bid Review- Chief Luchsinger reviewed the bids that were turned in to be considered. President Cornelissen made a motion to approve the Station 22 HVAC replacement bid to 1 Source Mechanical, Inc. of Dekalb, Illinois for the base bid in the amount of \$357,500, and alternate bid 1 in the amount \$112,700. Secretary Bohlman seconded, and the motion passed unanimously. The total project cost \$470,200. The project including the engineering fees should come in under \$500,000.00.

Discussion of FY 2023 Modified Budget -Chief Luchsinger led a discussion on the modified budget prepared for June 1, 2023 thru December 31, 2023. The District will move to a calendar year budget in 2024. James Howard expanded on the numbers of the proposed short year budget with the Board. James will go forward and prepare the Budget and Appropriations Ordinance that can be approved at the August meeting. The Budget and Appropriations notice will be published in the first week of July.

President Cornelissen made a motion to table agenda items F (Discussion of District Goals) & G (Discussion of Administrative Salary) until next month’s meeting. Secretary Bohlman seconded, and the motion passed unanimously.

Review of Closed Session minutes -Trustee Theriault made a motion to keep all Closed Session minutes closed at this time. President Cornelissen seconded, and the motion passed unanimously.

GOOD OF THE DISTRICT – Nothing at this time.

PUBLIC COMMENT – Nothing at this time.

There being no further business to come before the Board on a motion duly made by Treasurer Speyers and seconded by Secretary Bohlman the meeting was adjourned at 21:00 hours after the motion passed unanimously.

Respectfully submitted,
Secretary Bohlman