

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

DATE January 11, 2024

The regular monthly meeting for the South Elgin and Countryside Fire Protection District was called to order on January 11, 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 Jeff Theriault

ABSENT: Trustee Kathy Hazelwood

PRESENTATIONS – Chief Luchsinger congratulated FF/PM Kevin Henryson for coming off of probation this month. A badge pinning ceremony is scheduled for January 29<sup>th</sup>, 2024 starting @ 18:00 hrs. at Station 21.

Treasurers Report –James Howard was present and reviewed with the Board the District’s financial report as provided for the ending year of 2023.

Trustee Theriault left the meeting at 10:05.

Acceptance and Approval of Consent Agenda

- a. Approval of December 12, 2023, meeting minutes
- b. Approval of December 19<sup>th</sup>, 2023 Special Meeting minutes
- c. Approval of Treasurer’s Report for December 2023
- d. Approval January 11, 2024 bills in the amount of \$ 313,793.22  
Ratify December 13, 2023 - January 10, 2024 bills in the amount of \$ 93,666.26

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

ATTORNEY’S REPORT-

- Attorney Shawn Flaherty informed the Board of some upcoming Trustee/Pension training opportunities. IAAPD has an online training set for 1/20/24 and NIAFPD has their annual training scheduled for 2/2-3/24 in Lombard.
- Attorney Flaherty updated the Board on some possible legislative bills pertinent to fire districts currently being considered in the Senate and House. One bill is regarding the bidding process for fire districts and the other Shawn wrote, giving fire districts the right to save money for reasons other than buildings, land, and fire equipment. Shawn will keep us updated on the bills as they progress.
- Attorney Flaherty informed the board that his firm has raised their rates for all fire districts they represent. He added that the firm has also gotten rid of all retainers and will go forward charging on an hourly basis only. The new invoicing will begin on March 1<sup>st</sup>, 2024 if the District chooses to stay with Ottosen DiNolfo Hasenbalg & Castaldo, Ltd.

CHIEFS REPORT –

- GEMT Repayment- Last month Chief Luchsinger reported that the State of Illinois invoiced us for the State’s share of GEMT revenue. The amount due is \$893,917.98 for the 3<sup>rd</sup> and 4<sup>th</sup> quarter of 2022 and the 1<sup>st</sup> and 2<sup>nd</sup> quarter of 2023. The invoice is due by January 31<sup>st</sup>, 2024 and will be paid mid-January.

- Tax Levy and Budget Appropriations – Chief Luchsinger informed the Board that both the Tax Levy and the Budget and Appropriations were filed at Kane and DuPage Counties and published accordingly in the paper.
- Decennial Report- Chief Luchsinger updated the Board on the status of the Decennial Report. Chief feels like the majority of the report has been completed and that it is time to schedule the second meeting. Chief Luchsinger will reach out to our resident members to find a date/time that works for everyone.
- District Board of Trustees Policy Manual- – Chief Luchsinger brought to the Board’s attention at the last meeting that with the necessity of adding the new Paid Leave for All Paid Leave for All Workers Act information / changes to the Board of Trustees Policy Manual this would be a good time to update the entire manual. Attorney Flaherty offered his help with what needs to be updated or added in this revision. This is a project the Board will continue and complete this year.

#### Old Business-

The St. Charles Fire Department would like to purchase our Public Education Safety Trailer. The money the District receives in the sale will go towards paying for the new Pub-Ed interactive inflatable house.

Any other Old Business- None at this time

#### New Business-

Presentation of Audit-Sikich, LLP – Brian LeFevre was present at the meeting to review the Annual Comprehensive Financial Report for the FY June 1, 2022-May 31, 2023 with the Board. The report was completed by Sikich using the financial reporting model outlined by the Governmental Accounting Standard Board (GASB). For the first time in our history the District has applied for a Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association. We will be notified in the next couple of months if we meet the standards and are eligible for this award. Once approved the ACFR can be found on our website.

Discussion and possible approval of District Audit FY 2022-2023. Treasurer Speyers made a motion to accept the Annual Comprehensive Financial Report for the FY June 1, 2022 - May 31, 2023 as presented. Secretary Bohlman seconded, and the motion passed unanimously by a voice vote of 3-0, Trustee Theriault and Trustee Hazelwood absent

Discussion and possible approval of Side Letter 24-001 regarding Collective Bargaining Agreement between the South Elgin and Countryside Fire Protection District and South Elgin Professional Firefighters I.A.F.F. Local #4833. – The Union approached Chief Luchsinger wanting to change the wording in the contract (side letter) for how overtime is filled. Their request does not have a financial impact on the District, it only affects how overtime is filled.

Approval of the 2023 year-end transfer: transfer out \$6,000,000 from the general fund and transfer in \$6,000,000 into the capital fund. The transfer is financial housekeeping for our Capital Fund. Treasurer Speyers made a motion to approve the funds transfer of \$6,000,000 from the General Fund to the Capital Fund. Secretary Bohlman seconded, and the motion passed unanimously by a voice vote of 3-0, Trustee Theriault and Trustee Hazelwood absent.

Discussion and Review of Bi-annual Closed Session Minutes- Chief Luchsinger recommended keeping all the current Closed Session minutes closed. President Cornelissen made a motion to approve keeping all the Closed Session Minutes closed at this time. Secretary Bohlman seconded, and the motion passed unanimously by a voice vote of 3-0, Trustee Theriault and Trustee Hazelwood absent

Discussion and possible approval to destroy closed session audio tapes prior to July 11<sup>th</sup>, 2022- Treasurer Speyers made a motion to approve to destroy closed session audio tapes prior to July 11<sup>th</sup>, 2022. Secretary Bohlman seconded, and the motion passed unanimously by a voice vote of 3-0, Trustee Theriault and Trustee Hazelwood absent

Attorney Flaherty reviewed the proposed changes the Union had provided regarding the side letter for filling overtime and gave his approval. Treasurer Speyers made a motion to approve of Side Letter 24-001 regarding Collective Bargaining Agreement between the South Elgin and Countryside Fire Protection District and South Elgin Professional Firefighters I.A.F.F. Local #4833. Secretary Bohlman seconded, and the motion passed unanimously by a voice vote of 3-0, Trustee Theriault and Trustee Hazelwood absent

Any other New Business

Any other New Business- None at this time

Treasurer Speyers made a motion to move to Closed Session @ 10:09 for reason 5ILCS120/2(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 for 5ILCS120/2(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 unanimously.

President Cornelissen made a motion to close the Closed Session and return to the regular meeting at 10:43. Secretary Bohlman seconded; the motion was approved unanimously 3-0, Trustee Theriault and Trustee Hazelwood absent.

Good of the District – Chief Luchsinger discussed the impressive number of training hours our firefighters completed in 2023 with the Board. In 2022 the firefighters performed 7714 hours of training, in 2023 the District almost doubled that number with a whopping 15,378.75 training hours.

Public Comment- None at this time

Adjournment

There being no further business to come before the Board on a motion duly made by Secretary Bohlman and seconded by Treasurer Speyers the meeting was adjourned at 10:46 hours after the motion passed unanimously.

Respectfully submitted,  
Secretary Bohlman