



Fox River & Countryside Fire/Rescue District
34W500 Carl Lee Road
St. Charles, IL 60174
(630)584-3473
Fax (630)584-8266
www.frctfr.org

MINUTES

Special Event and Monthly Board Meeting
Thursday, April 4, 2024, @ 5:00 PM
Station 1 – 34W500 Carl Lee Rd., St. Charles, IL 60174

1. 5:00 – Swearing in and welcome ceremony for Fire Chief Michael Hill
2. 6:00 - Call to Order – President Parthun called the Monthly Meeting of the Fox River & Countryside Fire Rescue District Board of Trustees to order at 6:03 PM.
 - a. Present: 5 Trustees – Karr, McManus, Parthun, Seiffert, Turriff Absent: 0
Also Present: Attorney John Motylinski, Administrative Coordinator Tracy Dunklau, Residents, and Staff
 - b. President Parthun led those in attendance in the Pledge of Allegiance.
2. Public Comment: Resident Dennis Marquis suggested that Lamp Construction provide updated signage for Station 3.
3. Reports:
 - a. Financial Report – Prior to the meeting, James Howard, with Gov. Accounting, provided the Board with the financial analysis and revenue highlights for the five months ending February 29, 2024. Treasurer Karr asked for questions, but none were heard
 - b. Chief’s Report – Chief Michael Hill provided the March incident statistics. He announced the new inspection program is up and running. All inspections are conducted electronically, increasing efficiency and securing data retention.
 - c. Attorney’s Report – Attorney Motylinski provided an update on legislative developments and requested a closed session to update the Board on litigation.
 - d. President’s Report – None at this time
 - e. Trustees Report – Trustee McManus commented on personnel concerns.
4. Consent Agenda

A motion was made by Trustee Karr and seconded by Trustee Turriff to approve the consent agenda as presented.

 - a. Approval of the March 7, 2024 Monthly Board Meeting Minutes
 - b. Approval of the March 7, 2024 Closed Session Minutes
 - c. Approval of Monthly Invoices

On roll call, the vote was:
Yes: 5 Trustees Karr, McManus, Parthun, Seiffert, Turriff No: 0 Absent: 0
The Motion Carried

5. Old Business: (for discussion and/or action)
 - a. A motion was made by Trustee Karr and seconded by Trustee Turriff to approve Ordinance 2024-01, Creating the Office of Deputy Chief
On roll call, the vote was:
Yes: 5 Trustees Karr, McManus, Parthun, Seiffert, Turriff No:0 Absent: 0
The Motion Carried

6. New Business: (for discussion and/or action)
 - a. A motion was made by Trustee Turriff and seconded by Trustee McManus to approve Ordinance 2024-02 Establishing a 27-Day Work Period
On roll call, the vote was:
Yes: 5 Trustees Karr, McManus, Parthun, Seiffert, Turriff No: 0 Absent: 0
The Motion Carried

7. Closed Session: A motion was made by Trustee Karr and seconded by Trustee Turriff to adjourn to closed session to discuss personnel and litigation as permitted by the Open Meetings Act.
On roll call, the vote was:
Yes: 5 Trustees Karr, McManus, Parthun, Seiffert, Turriff No: 0 Absent: 0
The Motion Carried

The meeting adjourned at 6:18 PM

The meeting returned to open session at 6:41 PM

Open Session Roll Call: Present Trustees, Karr, McManus, Parthun, Seiffert, Turriff, Attorney Motylinksi and Administrative Coordinator Tracy Dunklau, Jim and Anne Niesel

- a. A motion was made by Trustee Parthun and seconded by Trustee Seiffert to appoint James Niesel as Deputy Chief
On roll call, the vote was:
Yes: 5 Trustees Karr, McManus, Parthun, Seiffert, Turriff No: 0 Absent: 0
The Motion Carried
8. Adjournment: With no further business brought before the Board, a motion was made by Trustee Turriff and seconded by Trustee Karr to adjourn the Monthly Meeting at 6:47 PM.
On voice vote: All AYES were heard. **The motion passed unanimously.**

Respectfully submitted,

Pamela Turriff, Secretary