



Fox River & Countryside Fire/Rescue District
34W500 Carl Lee Road
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MINUTES

Monthly Board Meeting
Monday, July 17, 2023, @ 6:00 PM
Station 1 – 34W500 Carl Lee Rd., St. Charles, IL 60174

1. Call to Order – President Parthun called the Public Hearing of the Board of Trustees of the Fox River & Countryside Fire Rescue District to order at 6:00 PM.
 - a. Present: 4 Trustees – McManus, Parthun, Seiffert Absent: 1 Karr
Also Present: Fire Chief Bert Lancaster, Attorney John Motylinski, James Howard with Gov Accounting, Administrative Assistant Tracy Dunklau, Citizens, Residents, and Staff
 - b. President Parthun led those in attendance in the Pledge of Allegiance.

2. President Parthun asked for public comment on the Budget and Appropriation Ordinance 2023-03 for the District's Fiscal Year ending April 30, 2024.
Hearing no public comment, President Parthun motioned to adjourn the Public Hearing at 6:02 PM, which was seconded by Trustee McManus. All Ayes were heard, and the motion passed unanimously.

President Parthun called the Monthly Meeting of the Board of Trustees of the Fox River & Countryside Fire Rescue District to order at 6:02 PM.

Present: 4 Trustees – Karr, McManus, Parthun, Seiffert Absent: 0
Also Present: Fire Chief Bert Lancaster, Attorney John Motylinski, James Howard with Gov Accounting, Administrative Assistant Tracy Dunklau, Citizens, Residents, and Staff

3. Public Comment: None
4. Presentation of Life-Saving Effort Awarded to citizen Fran Strong for her heroic act of CPR. While driving on Randall Road, Fran witnessed a gentleman having a heart attack, pulled over, and administered CPR until the FRC responding crew arrived on the scene.
5. Reports:
 - a. Financial Report – James Howard, with Gov Accounting, provided the financial analysis for the first fiscal month ending June 30, 2023.
 - b. Chief's Report – Chief Lancaster acknowledged Kevin Bagrowski for passing his National Paramedic certification.
 - c. Attorney's Report – Attorney John Motylinski requested a closed session to discuss ongoing litigation.
 - d. President's Report – Reported the new Schwab investment account is established, and the first deposit is complete.

- e. Trustees' Report – Trustee Karr reported that he, the Chief, and BC Sutherland interviewed three construction managers. The meetings were very productive; all three are qualified and experienced in the fire industry.

6. Consent Agenda

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

- a. Approval of June 17, 2023 Monthly Board Meeting Minutes
- b. Approval of Monthly Invoices

On roll call, the vote was:

Yes: 4 Karr, McManus, Parthun, Seiffert **No: 0** **Absent: 0**

The Motion Carried

7. Old Business: (for discussion and/or action) – None at this time

- a. A motion was made by Trustee Karr and seconded by Trustee McManus to approve the Budget and Appropriation Ordinance 2023-03 for the District's Fiscal Year ending April 30, 2024.

On roll call, the vote was:

Yes: 4 Karr, McManus, Parthun, Seiffert **No: 0** **Absent: 0**

The Motion Carried

- b. A motion was made by Trustee Karr and seconded by Trustee Parthun to approve the 115 Trust Resolution.

On roll call, the vote was:

Yes: 4 Karr, McManus, Parthun, Seiffert **No: 0** **Absent: 0**

The Motion Carried

- c. A motion was made by Trustee Karr and seconded by Trustee Parthun to approve the 457 Plan Resolution.

On roll call, the vote was:

Yes: 4 Karr, McManus, Parthun, Seiffert **No: 0** **Absent: 0**

The Motion Carried

8. New Business: (for discussion and/or action)

- a. Chief Lancaster presented the promotion of Firefighter/Paramedic David Esparza to the rank of Lieutenant to the Board of Trustees.

The Board approved the promotion, and the ceremony will be at the August Board Meeting.

- b. James Howard discussed the three auditor proposals presented to the Board. After discussion, Trustee Karr motioned to approve hiring Lauterbach & Amen as District Auditors, and was seconded by Trustee McManus.

On roll call, the vote was:

Yes: 4 Karr, McManus, Parthun, Seiffert **No: 0** **Absent: 0**

The Motion Carried

- c. A motion was made by Trustee Parthun and seconded by Trustee Karr to approve permanently moving the Monthly Board Meetings to the first Thursday of each month.

On roll call, the vote was:

Yes: 4 Karr, McManus, Parthun, Seiffert **No: 0** **Absent: 0**

The Motion Carried

- 9. Closed Session: A motion was made by Trustee Karr and seconded by Trustee Parthun to adjourn to Closed Session at 6:35 PM to discuss litigation as permitted by the Open Meetings Act.

On roll call, the vote was:

Yes: 4 Karr, McManus, Parthun, Seiffert

No: 0

Absent: 0

The Motion Carried

Closed Session Roll Call: Trustee Karr, McManus, Parthun, Seiffert, Attorney Motylinski, Fire Chief Bert Lancaster, Administrative Assistant Tracy Dunklau

The closed session adjourned at 6:44 PM

The meeting returned to open session at 6:45 PM

Open Session Roll Call: **Present: 4 Trustees – Karr, McManus, Parthun, Seiffert Absent: 0**

Also present: Attorney Motylinski, Fire Chief Bert Lancaster, Administrative Assistant Dunklau

10. Adjournment: With no further business brought before the Board, a motion was made by President Parthun to adjourn the Monthly Meeting at 6:46 PM.

On voice vote: All AYES were heard. **The motion passed unanimously.**

Respectfully submitted,

Nick McManus, Secretary