



## Fox River & Countryside Fire/Rescue District

34W500 Carl Lee Road

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### MINUTES

#### Monthly Board Meeting

Station 1 – 34W500 Carl Lee Rd., St. Charles, IL 60174

Monday, August 16, 2021 @ 7:00 PM

1. Call to Order – President LeBlanc called the monthly meeting of the Board of Trustees of the Fox River & Countryside Fire Rescue District to order at 7:03 PM.
  - a. Roll Call  
Present: 4 Trustees – LeBlanc, McManus, Parthun, Wegman      Absent: 1 Trustee Karr  
Also Present: Assist Fire Chief Bert Lancaster, Attorney Kenneth Shepro, Tracy Dunklau  
Administrative Assistant, staff and residents.
  - b. Pledge of Allegiance: Recited at Public Hearing.
2. Public Comment: None
3. Reports:
  - a. Financial Report – Gov. Accounting, LLC provided the Board with the June 2021 monthly financial reports prior to the meeting. No additional discussion.
  - b. Chief's Report – Chief Nixon not in attendance due to medical leave. The Chief's report was provided the Board prior to the meeting and AC Lancaster took questions with no discussion.
  - c. Assistant Chief's Report – Assistant Chief, Bert Lancaster reported the Night's Out event was a great success. The extrication exercise at the Campton Hills event was well received by the public. AC Lancaster asked BC Sutherland, at AC Lancaster's request, reported 1834-Mini Pumper incident while returning from Alexis.
  - d. Attorney's Report – Attorney Shepro reported he filed the Annual Tax Exemption documents on behalf of the District, completed the audit documents and provided an update on the Kane County Board's discussion regarding the allocation of the Federal American Rescue Plan funding. Trustee Parthun volunteered to attend a County Board Meeting as the vice president of the Kane County Fire Chiefs to advocate for the fire districts.
  - e. President's Report – President LeBlanc reported she is working on improving District communications and improving all District business supplies with correct logo and pantone colors. She will be working on implementing a District newsletter for September.
  - f. Trustees' Report –
    - Trustee McManus reported that he met with Chief Swanson of the St. Charles Fire Department regarding Mutual Aid and Box Cards.
    - Trustee Wegman reported the meeting with the Village of Campton Hills to improve working relations, coordinate inspections and permits was extremely productive. The group will have a follow up meeting again in October/November. They will also be meeting with the Wasco Sanitary District.
    - Trustee Parthun reported he and Trustee McManus will be meeting with the Chief and AC on 08/23/2021 to discuss staffing issues and the possibility of hiring a consultant.

4. Consent Agenda

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

On roll call the vote was:

**Yes:** 4 LeBlanc, McManus, Parthun, Wegman      **No:** 0      **Absent:** 1 Karr

**The Motion Carried**

5. Old Business (for discussion and/or action)

- a. Fleet Update – AC Lancaster reported 1834 is expected back next week.
- b. Staff Update – AC Lancaster addressed staffing, emphasizing new applicants and candidates.

6. New Business (for discussion and/or action)

- a. A motion was made by Trustee Parthun and seconded by Trustee McManus to Approve Financing for the Alexis Ambulance

On roll call the vote was:

**Yes:** 4 LeBlanc, McManus, Parthun, Wegman      **No:** 0      **Absent:** 1 Karr

**The Motion Carried**

- b. A motion was made by Trustee Wegman and seconded by Trustee Parthun to Approve Resolution 2021-04 Declaring Alexis Ambulance 1853 Surplus

On roll call the vote was:

**Yes:** 4 LeBlanc, McManus, Parthun, Wegman      **No:** 0      **Absent:** 1 Karr

**The Motion Carried**

- c. BC Sutherland reviewed the ongoing driveway issue/project. Three proposals have been received but require clarification and the revisions will be presented at the September Meeting.

7. Closed Session – Trustee LeBlanc made a motion to adjourn to closed session at 8:10 PM for the purpose of consideration of employment and/or compensation of specific employees of the public body as permitted by the Open Meetings Act. Trustee Wegman seconded the motion and on roll call the vote was:

**Yes:** 4 LeBlanc, McManus, Parthun, Wegman      **No:** 0      **Absent:** 1 Karr

**The Motion Carried**

Meeting adjourned to closed session at 8:11 PM

Meeting returned to open session at 9:04 PM

8. Adjournment: A motion was made by Trustee LeBlanc and seconded by Trustee Wegman to adjourn the Monthly Meeting at 9:04 PM.

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

Respectfully submitted,

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Tracy Dunklau, Administration Assistant

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John Karr, Secretary