



Fox River & Countryside Fire/Rescue District
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MINUTES

Monthly Board Meeting
Monday, September 7, 2023, @ 6:00 PM
Station 1 – 34W500 Carl Lee Rd., St. Charles, IL 60174

1. Call to Order – President Parthun called the Monthly Meeting of the Fox River & Countryside Fire Rescue District Board of Trustees to order at 6:00 PM.
 - a. Present: 4 Trustees – Karr, McManus, Parthun, Seiffert Absent: 0
Also Present: Interim Fire Chief Jim Niesel, 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. Public Comment: None
3. Reports:
 - a. Financial Report – James Howard, with Gov. Accounting, presented the financial analysis for the three months ending July 31, 2023.
 - b. Chief's Report – Chief Niesel provided the July incident statistics and commended the staff on several standout calls. Members participated in swift water and extrication training, Incident Safety Officer Training and four EMTs started Paramedic School. Chief Niesel reported that the District participated in Chief Nixon's wake and members attended the funeral.
 - c. Attorney's Report – Attorney John Motylinski reported on a statutory update for FOIA requests on record requests. Attorney Motylinski provided an update on pending litigation.
 - d. President's Report – None at this time
 - e. Trustees' Report – Trustee McManus discussed creating new policies, policy manual, and staffing.
4. Consent Agenda

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

 - a. Approval of September 7, 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
5. Old Business: (for discussion and/or action)
 - a. Jason with FGM Architect Firm and Ian Lamp with Lamp Construction discussed the design, construction documentation, bidding, groundbreaking, and construction timeline for Station

#3. If everything goes well, they expect to break ground in June or July 2024, with a completion date of March or April 2025.

A motion was made by Trustee Karr and seconded by Trustee Seiffert to approve the hiring of Lamp, Inc. as Construction General Management for the Station #3 project.

On roll call, the vote was:

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

The Motion Carried

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

- a. A motion was made by Trustee McManus and seconded by Trustee Karr to retain GovHR as Executive Recruitment Service for the position of Fire Chief.

On roll call, the vote was:

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

The Motion Carried

7. Closed Session: None Requested

Attorney Motylinski provided an update on pending litigation. Chief Niesel reported that the District participated in Chief Nixon's wake and funeral.

8. Adjournment: With no further business brought before the Board, a motion was made by Trustee Karr and seconded by Trustee McManus to adjourn the Monthly Meeting at 6:51 PM.

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

Respectfully submitted,

Nick McManus, Secretary