

Minutes
Monthly Board Meeting
Monday, October 24, 2016 @ 7:00 PM
Meeting Room Located in Station #1
34W500 Carl Lee Rd, St Charles, IL 60175

1. Call to Order – The monthly meeting of the Board of Trustees of the Fox River & Countryside Fire/Rescue District was called to order @7:00 PM, Monday, October 24th, 2016 in the Meeting Room located in Station #1 @ 34W500 Carl Lee Rd, St Charles, IL 60174 by President, Robert Handley
 - a. Roll Call: Present – President Robert Handley; Trustees Dunham, Gamboa, Herout, Mollenhauer – 5 Absent -0

Also Present –Chief Nixon, James Howard – Gov Accounting, Attorney Kenneth Shepro, Captain Sutherland, Captain Tjelle, Laura Sutherland and Administrative Assistant Tracy Dunklau
 - b. Pledge of Allegiance: President Handley led the meeting in the Pledge of Allegiance to the Flag of our Country
2. Citizen’s Comments – None
3. Reports – Committee Reports
 - a. Financial Report – James Howard, Gov Accounting reviewed financial report – Refer to attached report
 - b. Chief’s Report – Chief Nixon reviewed report – Refer to attached report
 - c. Attorney Report – Kenneth Shepro discussed lawsuits (2) are rescheduled until December. Ken will be training Tracy on FOIA. Referendum Binding question is due January 17th, 2017. Discussion ensued regarding upcoming election and filing for re-election.
 - d. President’s Report – President Handley presented Proclamation to Captain Sutherland and Captain Tjelle for their outstanding leadership while acting as Co-Interim Fire Chief’s. Both were presented with Certificates of Accommodation.
 - e. Trustee Reports – None at this time
4. Consent Agenda – A motion was made by Trustee Gamboa and seconded by Trustee Herout to remove line items “a-f” from the Consent Agenda and be carried to the

November 28th 2016 Regular Monthly Board Meeting, as presented.

On roll call the vote was:

YES: 5 Handley, Dunham, Gamboa, Herout, Mollenhauer

NO: 0

THE MOTION CARRIED

A motion was made by Trustee Gamboa and seconded by Trustee Mollenhauer to approve line item "g" (Monthly Invoices), as presented

On roll call the vote was:

YES: 5 Handley, Dunham, Gamboa, Herout, Mollenhauer

NO: 0

THE MOTION CARRIED

5. Old Business

- a. District Billing Policy for Hardship Cases was discussed. Chief Nixon is working with Paramedic Billing and will present such cases to the Board of Trustees.
- b. Record keeping policies – Discussion regarding inherited records and proper record keeping ensued. Chief Nixon and Administrative Assistant Tracy Dunklau are working to create an updated and correct filing system.

6. New Business

- a. Chief Nixon noted that he will present a New Pay Rate for Part Time Employees at the November 28, 2016 Regular Monthly Board Meeting. Discussion ensued.
- b. A motion was made by Trustee Gamboa and seconded by Trustee Mollenhauer to accept the **Ordinance 2016-11** AUTHORIZING AN ADDENDUM TO MUTUAL AID BOX ALARM SYSTEM AGREEMENT, as presented

On roll call the vote was:

Yes: 5 Handley, Dunham, Gamboa, Herout, Mollenhauer

No: 0

THE MOTION CARRIED – The Ordinance was adopted

- c. A motion was made by Trustee Dunham and seconded by Trustee Herout to accept the Ordinance 2016-12 AUTHORIZING FIRST ADDENDUM TO MABAS MASTER AGREEMENT, as presented

On roll call the vote was:

YES: 5 Handley, Dunham, Gamboa, Herout, Mollenhauer

NO: 0

THE MOTION CARRIED – The Ordinance was adopted

d. Kenneth Shepro noted that hiring/firing of employees should be brought before the Board of Trustees. A discussion ensued.

e. James Howard presented the Tax Levy and was discussed

7. Closed Session – Not requested

8. A motion was made by Trustee Herout and seconded by Trustee Mollenhauer to adjourn the meeting at 8: 36 PM, as presented

On roll call the vote was:

YES: 5 Handley, Dunham, Gamboa, Herout, Mollenhauer

NO: 0

THE MOTION CARRIED



Tracy Dunklau, Administrative Assistant

Approved