



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

Monthly Board Meeting

Thursday, November 2, 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 (arrived 6:01) Absent: 0
Also Present: 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 and revenue highlights for the five months ending September 30, 2023.
He also presented a draft of the Tax Levy Ordinance, which the Board approved of in principle, and the notice will be published in accordance with the Truth in Taxation statute.
 - b. Chief’s Report – Chief Niesel provided the October incident statistics and updated the Board on staffing, operations, pub ed, and training. He also reported he and Trustee Karr continue to meet with the architect and construction manager on the Station #3 construction project, Gov. Accounting, to update the budget/replacement plan and area Fire Chiefs while updating Box Cards.
 - c. Attorney’s Report – Attorney John Motylinski reported on policy meetings with Chief Niesel and updated the Board on legislative developments.
 - d. President’s Report – President Parthun made a motion that the Trustee Application process would close on 11/17/2023 @ 5:00 PM, which Trustee Karr seconded. All Ayes were heard, and the motion passed unanimously.
4. Consent Agenda

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

 - a. Approval of October 5, 2023 Monthly Board Meeting Minutes
 - b. Approval of October 5, 2023 Closed Session Meeting Minutes
 - c. 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) – None at this time
6. New Business: (for discussion and/or action) A motion was made by Trustee Karr and seconded by Trustee McManus to approve Ordinance 2023-05 Establishing Hourly Rates and Benefits for certain employees.

On roll call, the vote was:

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

The Motion Carried

7. Closed Session: A motion was made by Trustee Karr and seconded by Trustee McManus to adjourn to Closed Session at 6:40 PM to discuss personnel and pending 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: Trustees Karr, McManus, Parthun, Seiffert, Attorney Motylinski, Fire Chief Jim Niesel, Administrative Assistant Tracy Dunklau

The closed session adjourned at 7:05 PM

The Board returned to open session at 7:06 PM

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

Also present: Attorney Motylinski, Fire Chief Jim Niesel, Administrative Assistant Tracy Dunklau.

8. Adjournment: With no further business brought before the Board, a motion was made by President Parthun to adjourn the Monthly Meeting at 7:06 PM.

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

Respectfully submitted,

Nick McManus, Secretary