



TRI-STATE

FIRE PROTECTION DISTRICT

419 PLAINFIELD ROAD • DARIEN, ILLINOIS 60561 • (630) 323-6445

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF
THE TRI-STATE FIRE PROTECTION DISTRICT HELD 22, AUGUST 2016
AT DISTRICT #3.**

I. CALL TO ORDER

The meeting was called to order at 1830 hours by Trustee Habercoss. On roll call; Trustee Habercoss, Trustee Wolski, Trustee Jewell, Acting Chief Brenn, Attorney Wargo, Attorney Ottosen and Admin Asst Radek.
Pledge of Allegiance

II. MINUTES

Trustee Habercoss made a motion to accept the minutes from 18, July 2016, Trustee Jewell made a motion to accept the minutes as presented, Trustee Wolski seconded the motion. Motion approved 3-0-0.

**III. PUBLIC HEARING – COMBINED ANNUAL BUDGET AND APPROPRIATION
ORDINANCE 16-O-007.**

Acting Chief Brenn and Attorney Ottosen advised the Board that the 2016-2017 Combined Annual Budget and Appropriation Ordinance has been prepared and recommended the Board to recess the regular Business Meeting and move into a Public Hearing.

PUBLIC HEARING

Trustee Habercoss made a motion to recess the Regular Business Meeting and move into a Public hearing for the purpose of hearing any questions and/or comments regarding the Combined Annual Budget and Appropriation Ordinance 16-O-007. Motion seconded by

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Trustee Wolski. Motion approved by roll call vote, Habercoss – Aye, Wolski – Aye, Jewell – Aye, Motion approved by the board 3-0-0.

On Roll Call: Trustee Habercoss, Trustee Wolski, Trustee Jewell, Attorney Ottosen, Attorney Wargo, Acting Chief Brenn and Admin. Asst. Radek.

The board was advised that notice of the Public Hearing was published in the Hinsdale Suburban Life on 22, July 2016. No one has contacted the office to review and/or comment on the Combined Annual Budget and Appropriation Ordinance for Tri-State Fire Protection District.

Trustee Habercoss asked if there were any questions and there were none.

Trustee Habercoss made a motion to close the Public Hearing and reconvene the Regular Scheduled Open meeting. Motion seconded by Trustee Jewell. Motion approved by the board 3-0-0.

IV. TREASURER'S REPORT

The approving of the July Treasurer's Report will be tabled until the September meeting as the report was not available at the August Trustee meeting.

V. NEW BUSINESS

Acting Chief Brenn informed the board that the Budget has been reworked, realigned, different categories have been added and some deleted. There are no line items under \$1000.00 as the report should be identifying the big picture. Trustee Habercoss commended Acting Chief Brenn on a job well done.

Trustee Habercoss made a motion to approve Ordinance 16-O-007 the Combined Annual Budget and Appropriation for Fiscal year 2017. Trustee Jewell seconded the motion, motion approved by roll call vote, Habercoss – Aye, Jewell – Aye, Wolski – Aye, 3-0-0.

Trustee Habercoss made a motion to so approve the Certification of Estimate of Fiscal Year 2017 Revenues for the Tri-State Fire Protection District. Trustee Wolski seconded the motion, motion approved by roll call vote, Habercoss – Aye, Jewell – Aye, Wolski – Aye, 3-0-0.

All remaining changes have been completed on the Administrative Sick Leave Policy. Trustee Jewell made a motion to approve the Tri-State Fire Protection District vacation and Sick Leave Policy. Trustee Wolski seconded the motion, motion approved by roll call vote, Habercoss – Aye, Wolski – Aye, Jewell – Aye, 3-0-0.

Website Improvement update – it is a work in progress.

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Specialized Team Creation – tabled until further information can be provided.

Trustee Habercoss would like to offer Tri-State stations as a safe haven for the DuPage County, State and local police if ever necessary.

VI. COMMUNICATIONS

Tri-State was the recipient of \$223,000.00 grant which we will use to purchase air packs. We will contact companies to get quotes on the air packs. Thank you to Jeff Allenspach and David Davis for hard work and expertise in receiving the grant. We will be sending Lt. Allenspach and FF Davis to grant writing class.

The Village of Justice is communicating a desire for Tri-State to take over their territory. Further information is necessary for the Board to consider any future expansion.

Trustee Habercoss and Acting Chief Brenn will meet with Clarendon Hills to discuss annexation of properties on 55th St. in Clarendon Hills that are currently in the Tri-State district.

Trustees received information for continuing education.

VII. COMMISSIONERS

Commissioners will be having a special meeting to meet with testing agencies.

VIII. OLD BUSINESS

Moving forward with the IGA with Willow Springs regarding the purchase of the present fire station.

Policy Manual – tabled until September where we will discuss the possible action of including adopted policies.

Fire Chief – 4 applications were received, Interviews will take place on the 5th or 6th and a decision will be made at that time.

Employment contract with Acting Chief Brenn – to be discussed in closed session.

Five Person Board – tabled to September

We are in the process of collecting badge and gear inventories.

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IX. ATTORNEY REPORT

Closed Session,

X. CHIEF'S REPORT

Acting Chief Brenn informed the board of the fires over the past month.

AT&T located 2 circuits to the old station #4 that had not been disconnected.

Fire billing has been changed, we can only bill for 1 vehicle at the scene and the rate for personnel is \$ 70.00/person per hour.

531 is complete and is now getting new ball joints.

ACDC ground breaking is planned for August 31, 2016.

Board needs to stay up to date on approving closed session minutes. There are 2 choices, approve and release or approve and remain confidential. Trustee Jewell said he had been submitting the written closed session minutes to Acting Chief Brenn. Attorney Wargo said he would work with the Acting Chief to organize the written closed session minutes.

XI. AUDIENCE COMMENTS

XII. CLOSED SESSION

At 1945 hours Trustee Habercoss made a motion to move to closed session. Motion seconded by Trustee Jewell, motion approved by roll call vote, Habercoss – Aye, Wolski – aye, Jewell – Aye. 3-0-0.

2034 PM: Return open session with a motion by Trustee Habercoss and a second by Trustee Wolski. Voice vote carried the motion 3-0-0. AC-DC Brenn returned

AC-DC Brenn's employment contract was accepted, pending final review by legal with a motion by Trustee Habercoss and a second by Trustee Wolski. Roll call vote carried the motion 3-0-0.

Secondary Employment Policy was accepted with a motion by Trustee Habercoss and a second by Trustee Wolski. Roll call vote carried the motion 3-0-0. AC-DC Brenn was instructed to develop a suitable format to notify the employees. Ottosen asked to review that notice before posting.

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The Board will schedule a special meeting in early September to interview the acceptable candidates for fire chief.

There was no further business to discuss and no audience comments, a motion to adjourn was made by Trustee Jewell and a second by Trustee Wolski. A voice vote carried the motion 3-0-0.

A handwritten signature in black ink, appearing to read "Bob Jewell", written over a horizontal line.

Submitted by,

Bob Jewell, Secretary

Board of Trustees