St. Charles Countryside Fire Protection District
112 North First Avenue
P.O. Box 4132
St. Charles, Illinois 60174
(630) 762-3900
www.sccfpd.org

MINUTES
Regular Meeting
August 24th, 2009

1. Call to Order
The regular meeting of the St. Charles Countryside Fire Protection District was called to order at 7:30 P.M. on the 24th of August, 2009 at the St. Charles Township Building, 1725 Dean Street, St. Charles, IL 60174 by President Edward Malek.

2. Pledge of Allegiance
All rose for the Pledge of Allegiance.

3. Roll Call
Present at the Regular meeting were; President Edward Malek, Trustee Terry Jeglum, Trustee Bob Handley, Trustee Chuck Dunham, Administrator Julia Glas, Accountant Mary Slade, Attorney Kenneth Shepro, Citizen Advisory Committee Members; Steve Catlin, Greg Benson and Jim Gaffney. St. Charles Fire Department Chief Mullen, Absent: Trustee John Gamboa

4. Approval of Minutes
Trustee Chuck Dunham moved to approve the minutes of the July 30th, 2009 regular board meeting. Trustee Terry Jeglum seconded the motion. Motion passed unanimously by voice vote.

Trustee Terry Jeglum moved to approve the minutes of the August 12th, 2009 special board meeting. Trustee Chuck Dunham seconded the motion. Discussion was held. Motion passed unanimously by voice vote.

5. Reports
A. Treasurer's Report
Mary Slade discussed the reports for August which was a quiet month. The financial high-light report shows the rollover of the CD and the maturity dates for all the investments.

Trustee Terry Jeglum moved to approve the Treasurer's Report as presented. Motion was seconded by Trustee Chuck Dunham. Motion passed unanimously by voice vote.

B. St. Charles Fire Department Report
Chief Patrick Mullen gave the incident report for the period of August 1 to August 23rd 101 incidents of which 13% went to the jail, 10% false alarms, 10% motor vehicle and 67% EMS. The average response time is 7.42 minutes, 57% were in less than 6.5 minutes. The company has moved into the new station and the road is open to the south of the intersection. All the equipment is back and the formal dedication will be on September 10th at 2:00p.m. The Fire Department would like to have the District have a booth again at the Fire Prevention Open House like last year.

C. Administrator's Report
Administrator Julia Glas discussed some of the work going on this month. The drywall in the house is finished and all that is needed is a new battery for the sump pump. She is working with Nonda on the new fire address signs and posts to be installed soon for the District residents. Greg has suggested red t-shirts so Julia is working on getting quotes for the class participants.

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D. Citizen Advisory Committee
Steve Catlin did not have a report but will work with the committee in September. Greg Benson talked about the progress of setting up the east and west side CPR and Fire Extinguisher classes for the residents. One idea that is being worked on would be to contact the homeowner's association presidents and provide a demonstration at the annual meeting. Greg sent out a map with incident locations for planning purposes.

E Attorney Report
Attorney Kenneth Shepro congratulated Bob Handley on the reappointment to the District by resolution but we need to notify DuPage County about the address of our new attorney. Ken discussed the zoning violation of the Heritage Farm on Brundige Road and special use permit by Kane County. Future meetings will be called concerning this property and one other in the District.

F. President Report
President Edward Malek informed everyone about the request submitted to the local elected officials asking to send letters of support for our grant application for the new fire station. The Saturday morning Citizen Advisory Committee meetings will start back up in September on 26th at 8:00a.m..

6. Old Business

A. Review and Act Upon Old Executive Session Minutes
Trustee Robert Handley moved to place this agenda item to the end of the agenda. Trustee Terry Jeglum seconded the motion. Motion passed unanimously by voice vote.

7. New Business

A. Review and Act Upon Invoices for July 2009
Trustee Bob Handley moved to pay the July invoices as presented. Motion seconded by Trustee Chuck Dunham. Roll call; Ayes – Trustees Chuck Dunham, Terry Jeglum, Robert Handley and President Edward Malek - 4 ; Nays; none; Motion passed.

B. Approve Purchasing T-Shirts for Classes
Trustee Chuck Dunham moved to proceed forward having T-Shirts given after completing a class. Trustee Bob Handley seconded the motion. Motion passed unanimously by voice vote.

Trustee Terry Jeglum moved to pay for T-Shirts not to exceed $500.00 for screen and printing. Trustee Bob Handley seconded the motion. Roll call; Ayes – Trustees Chuck Dunham, Terry Jeglum, Robert Handley and President Edward Malek - 4 ; Nays; none; Motion passed.

C. Election of Officers
Trustee Chuck Dunham moved to keep existing officers for the District for another term. Trustee Terry Jeglum seconded the motion. Roll call; Ayes – Trustees Chuck Dunham, Terry Jeglum, Robert Handley and President Edward Malek - 4 ; Nays; none; Motion passed.

D. Amend Ordinance for Citizen Advisory Committee
President Malek talked about proposed changes to the ordinance forming the Citizen Advisory Committee which will be discussed in September at the Saturday morning joint meeting. We need to look at how it has been working versus what was planned. Should we have different operating procedures and how many people selected from the areas served are just a few things that will be addressed at the meeting.

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Trustee Chuck Dunham moved to table this item until September meeting. Trustee Bob Handley seconded the motion. Motion passed unanimously by voice vote.

E. Amend Rules and Procedures for Conduct of Meeting
Kenneth Shepro discussed the specific changes in the procedures which would allow the agenda items to be moved without a formal motion for everyone. Public is still encouraged to participate but not able to make motions and Roberts Rules of order would apply. A limit to the amount of time each resident would be allowed to address the board should be added. Trustee Chuck Dunham moved to have the amended rules and procedures for Conduct of Meetings approved. Trustee Terry Jeglum seconded the motion. Roll call; Ayes – Trustees Chuck Dunham, Terry Jeglum, Robert Handley and President Edward Malek - 4 ; Nays; none; Motion passed.

F. Wolf & Company LLP Proposal for Audit FY 09-10
The proposal presented would be for next year's audit; Mary discussed the fees which are consistent with the 3 year proposal previously submitted. Wolf was most helpful with policies for the District and a very reasonable rate for the quality of audit provided. President Malek was concerned about the previous auditor because they did not comment on the material deficits. Trustee Chuck Dunham moved to approve the Wolf & Company LLP proposal for Audit FY 09-10 as presented. Trustee Terry Jeglum seconded the motion. Roll call; Ayes – Trustees Chuck Dunham, Terry Jeglum, Robert Handley and President Edward Malek - 4 ; Nays; none; Motion passed.

6. Review and Act Upon Old Executive Session Minutes

Trustee Chuck Dunham moved to table until next meeting. Trustee Terry Jeglum seconded the motion. Motion passed unanimously by voice vote.

8. Adjournment
Trustee Chuck Dunham moved to adjourn the regular meeting. Trustee Robert Handley seconded the motion. Motion passed unanimously by voice vote. The regular meeting was adjourned at 8:45 p.m.

Respectfully submitted,

Julia Glas
Administrator

John Gamboa
Secretary