

**North Aurora Fire Protection District**  
2 N Monroe Street • North Aurora, IL 60542

**Minutes of the Board Meeting**

April 28, 2010

**Call to Order**

The meeting was called to order by Trustee Auchstetter at 7:30 p.m., and began with the Pledge of Allegiance.

**Roll Call**

Members present: Gerald Auchstetter, Richard Brackett, Fred Coppes, Kevin Fatten, Richard Haen, and Chief Steve Miller.

**Approval of Minutes**

A motion was made by Trustee Haen and seconded by Trustee Fatten to approve the March 17, 2010 Regular Board of Trustees minutes. Vote taken; all in favor.

**Correspondence**

No Correspondence.

**Treasurer's Report**

Richard Haen read the Treasurer's report. A motion was made by Trustee Brackett and seconded by Trustee Coppes to approve the Treasurer's report. Vote taken; all in favor.

**Presentation of Bills for Payment**

A motion was made by Trustee Haen and seconded by Trustee Auchstetter to approve the bills that were presented for payment. Vote taken; all in favor.

**Review of Annual Schedule of Activities**

Preparation of the budget will begin shortly.

Economic Interest Statements are due shortly. All have been filed except for Captain Bunkofske and Commissioner Freese.

A discussion was held relative to the reorganization/reappointment of the Board positions. It was decided to keep all positions as they currently are.

A discussion was held relative to the appointment/reappointment of Commission members. Chief Miller recommended that the current Commission members be re-appointed.

**Report of Fire Chief**

There have been 590 calls for service to date.

Chief Miller advised the Trustees that the May meeting of the Kane Chiefs will be held on Thursday, May 27 at Cougar Stadium. If anyone is interested in attending, he asked that they advise him.

Chief Miller reported that he has started the budget process for next year. He will be gathering information from his staff and plans on having a preliminary budget by July 1, 2010.

Chief Miller reported last month that information is being gathered regarding the Fire Accreditation process. Chief Miller, Captain Ekstrom, and Captain Bunkofske would like to meet with the Trustees to discuss the process. A formal presentation will be made at next month's meeting.

Chief Miller reported that Judy Miller will be leaving the department after 14 years of service. The position will not be filled. Instead, the payroll and ambulance billing will be done by outside contractors. He reported that a contract has been signed with Paylocity to process our payroll, state and federal taxes, W2's and benefit programs. They will be starting with the May 14<sup>th</sup> pay period and training will be done next week in anticipation of a smooth transition. Andres Medical Billing will take over the processing of ambulance billing. A rate of 6% has been negotiated for all collected dollars which is a 1% savings from the current rate we are paying for Medicare billing which they currently do for us.

Chief Miller reported that Inspector Schimpf has accepted a full time position as firefighter with the department. He reported that he is eliminating the fire inspector position for the time being and would like to make that a 7g work agreement part-time position. Firefighter Schimpf and a few others will be offered the work when it is needed. Jean Powell will take care of the clerical/secretarial work.

Chief Miller reported that he has eliminated the sale of outside mechanic services to other departments. The expense of garage keepers insurance to cover any liability has risen to over \$8,000 per year and he cannot justify that expense just to provide the service.

An Indiana Fire Department is interested in purchasing our semi (540). They are offering \$35,000 for the tractor trailer combination in "as is" condition. We made the move to get out of the semi business late last year. The amount they are offering would be sufficient to purchase the trailers we talked about to house the TRT equipment. Chief Miller stated that he would keep the Trustees informed of the progress.

### **Committee Reports**

No Committee Reports.

### **Old Business**

No Old Business

### **New Business**

A discussion was held relative to changing the budget cycle from July 1<sup>st</sup> to May 1<sup>st</sup>. A motion was made by Trustee Haen and seconded by Trustee Brackett to accept the proposal. Vote taken; all in favor.

A discussion was held regarding approval to hire two fulltime firefighters based on Firefighters Covelli and Hills leaving for other employment, effective May 16<sup>th</sup>. They will continue to serve us as POCs. Michael McDevitt and Matthew Kahle will be offered the positions. A motion was made by Trustee Coppes and seconded by Trustee Haen to hire the two additional employees. Vote taken; all in favor.

Approval was requested to create a 7g work agreement so that needed bureau work and outside instruction (public CPR) could be completed. A motion was made by Trustee Auchstetter and seconded by Trustee Fatten to approve the creation of the agreement. Vote taken; all in favor.

**Public Comment**

No Public Comment

**Executive Session**

No Executive Session

**Consideration of other Matters as may Lawfully come before the Board**

None.

**Next Meeting**

The next regular Board of Trustees Meeting will be held on May 19, 2010 at 7:30 p.m. The meeting will take place at 2 North Monroe Street, North Aurora, Illinois.

**Adjournment**

A motion was made by Trustee Fatten and seconded by Trustee Auchstetter to adjourn the meeting. A vote was taken and all approved. The meeting was adjourned at 8:01 p.m.

Respectfully submitted by:

*Jean Powell*