

**MINUTES OF THE REGULAR MEETING OF THE CARY FIRE PROTECTION DISTRICT
HELD APRIL 14, 2016 AT CARY FIRE HEADQUARTERS STATION**

Trustee Carlson called the meeting to order at 4:00 P.M. Pledge was recited. On roll call, Trustees Raupp, Carlson, Guerra, and Hauck were present, absent Trustee Frits. Also in attendance were Attorney Flaherty, Chief Macko, Village of Cary Mayor Kownick, Police Chief Finlon, Trustee Kraus, Village Administrator Clark and SEECOM Executive Director Kern. Trustee Frits joined the meeting at 4:01P.M.

1. MINUTES:

- A. Trustee Guerra made a motion to approve the minutes of the March 10, 2016 regular meeting, second by Trustee Hauck. All in favor, motion carried.

2. PUBLIC COMMENTS: None

3. CORRESPONDENCE:

Chief Macko highlighted correspondence with letters from Fire Recovery monthly totals, thank you from Cary Park District Kraus Senior Citizens, residents M. Tague and P. Dvorak Jr., and quality service cards.

4. OLD BUSINESS:

- A. Discussion & Possible Action on FT Salaries and Health Insurance:
Trustee Carlson moved this discussion to closed session.
- B. Discussion & Possible Action on Permanent Part-Time Positions:
Chief Macko defined the positions of the three 24/48 hours and three 12/48 hour permanent part-time employee positions. The staffing would become effective after May 1, 2016. After some discussion Trustee Guerra made a motion to approve the permanent part-time positions per the Chief's outline recommendation, second by Trustee Hauck. On roll call vote, all ayes. Motion carried.

5. NEW BUSINESS:

- A. Discussion & Possible Action on Amending Chapter Three of the CFPD Policy Manual:
Attorney Flaherty noted the vacation and sick time policy changes that were previously approved in District meetings have been added. He advised of changes made to the section 3.41 Hazardous and Infectious Materials which details new procedural changes. Trustee Carlson directed the review of Chapter Four of the Policy Manual be placed on the May agenda.
- B. Discussion and Possible Action on 2015/16 Audit:
Chief Macko received the annual audit proposal from Susan Coen, CPA. The cost of doing this year's audit will be \$10,500.00, one hundred dollars higher than last year. Trustee Raupp made a motion to accept the audit proposal from Susan Coen, CPA not to exceed \$10,500., second by Trustee Frits. On roll call vote, all ayes except a no from Trustee Hauck. Motion carried.
- C. Discussion & Possible Action on Draft Budget & Appropriation:
Chief Macko briefly went over the draft of the Budget & Appropriation numbers and urged any Trustees having questions to get back to him. He recommended setting the Budget and Appropriation hearing for our next District meeting. Trustees all agreed.

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New Business: cont.

D. Discussion & Possible Action on Dispatch Contracts:

Trustee Carlson opened the discussion and possible action on dispatch contracts. Mayor Kownick thanked the Board for the opportunity to allow those in attendance to speak of their concerns and for hearing them out. Police Chief Finlon complimented on the current good working relationship between the two departments. He stated several of his concerns should the Fire Department decide to move from SEECOM dispatching. Trustees Hauck and Guerra both agreed the difference of cost per call between the two dispatch centers was significant enough for our Board to at least look into the change. Village Administrator Clark advised he would go back to the other equity partners to see if there was anything that could be done about the cost and asked for a ninety (90) day extension to do so. After some discussion concerning the deadline for signing the contracts Trustee Guerra made a motion to not to move on the dispatch contracts for May 1, 2017 pending further investigation, second by Trustee Hauck. On roll call vote, all ayes.

6. **CHIEF'S REPORT:** (report attached to these minutes)

Chief Macko highlighted his report on personnel, reminder next month's meeting has been rescheduled to May 19th, vehicles, equipment, buildings and grounds. Additionally, the Cary Chamber's Expo is Sunday, April 17th as well as the Cary Youth Baseball Parade. The quarterly Trustee's meeting will be held April 25th.

7. **ATTORNEY REPORT:**

Attorney Flaherty reported on a few issues that might affect the fire districts; the prevailing wage resolution and the setting of a per diem expenditure policy.

8. **OTHER BUSINESS:**

A. Closed Session:

Trustee Hauck made a motion to go into closed session at 5:02 P.M. for the discussion & possible action on employment of an employee, second by Trustee Guerra.

A. Open Session:

Trustee Guerra made a motion to come back into open session at 5:43 P.M., second by Trustee Raupp. Trustee Frits made a motion to give Linda a 10% increase in salary starting May 1, 2016, second by Trustee Raupp. On roll call vote all ayes except a no vote from Trustee Hauck. Motion carried. Trustee Frits made a motion to give the full-time firefighters a 2% increase in salary starting May 1, 2016, second by Trustee Raupp. On roll call vote all ayes except a no from Trustee Hauck. Motion carried. Trustee Frits made a motion to increase the insurance stipend for the full time employees to \$20,400.00 each, second Trustee Carlson. On roll call vote all ayes. Motion carried.

9. **PAYMENT OF BILLS/TREASURER'S REPORT:**

Trustee Raupp made a motion to approve the Treasure's report and payment of bills in the amount of \$246,111.30, second by Trustee Frits. On a roll call vote, all in favor. Motion carried.

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Trustee Raupp made a motion to adjourn at 5:48 P.M., second by Trustee Carlson. On roll call, all in favor. Motion carried.

APPROVED BY:



Trustee
Cary Fire Protection District



Trustee
Cary Fire Protection District