



Fox River & Countryside Fire Rescue District
34W500 Carl Lee Road
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MINUTES

Monthly Board Meeting

Tuesday, March 10, 2026, at 6:00 PM

Station 1 – 34W500 Carl Lee Rd., St. Charles, IL 60174

1. Call to Order – President Nick Manheim called the Fox River & Countryside Fire Rescue District Monthly Meeting to order at 6:00 PM.
 - A. Roll Call
Present: Trustees Gaffney, Kennedy, Manheim, McManus, Seiffert (5)
Absent: 0
Also present: Fire Chief Michael Hill, DC Jim Niesel, Attorney John Motylinski, Administrative Coordinator Tracy Dunklau, and residents.
 - B. President Manheim led the Pledge of Allegiance.
2. Public Comment
President Manheim asked if the community had any public comments. There were none.
3. Reports
 - A. Financial Report
Gov Accounting provided a written financial analysis and revenue highlights for the month ending January 31, 2026. Chief Hill presented the report to the Board.
 - B. Chief's Report
Fire Chief Michael Hill presented the February district highlights. He reported that all ambulances are safety lane certified and provided updates on the remaining fleet. Chief Hill also updated the Board on staff training, Fire Prevention Bureau activities, and staffing. He noted recent community engagement events, including the Fire Buddy Hangout at Bell-Graham Elementary and the Wayne Elementary School Touch-A-Truck.
 - C. Attorney's Report
Attorney Motylinski reported that he is monitoring several bills in the General Assembly and provided a summary of referendum filing deadlines.
 - D. President's Report
President Manheim stated that the evaluation form for the Fire Chief will be distributed to all Trustees and Chief Hill, with a requested return date of March 18, 2026.

4. Consent Agenda

A motion was made by Trustee Gaffney and seconded by Trustee Seiffert to approve the Consent Agenda as presented.

Discussion ensued. Trustee McManus requested clarification regarding Item 6C related to the Censure Resolution. President Manheim asked Attorney Motylinski for clarification. Attorney Motylinski stated the Censure Resolution remains in effect unless repealed by a vote of the current Board.

Items Approved:

- A. February 10, 2026, Monthly Board Meeting Minutes
- B. February 10, 2026, Closed Session Minutes
- C. Monthly Invoices

Roll Call Vote:

Yea: Trustees Gaffney, Kennedy, Manheim, McManus, Seiffert (5)

Final Resolution: Motion Carries

5. Action Items: None

6. New Business

- A. Attorney Motylinski provided a copy of the Trustee Manual and discussed proposed legal edits. He confirmed that the Board President serves as the OMA designee.
- B. Trustee McManus asked about several topics, including: updating the hiring age policy from 21 to 18, clarification on the current bidding policy, future referendum considerations, the identity/branding of the Fire District, and the record retention policy. He also asked that each Board member read and understand his Censure Resolution.
- C. President Manheim will begin compiling a task list for potential referendum considerations and the creation of a referendum committee.
- D. Trustee Seiffert reported attending the St Charles Polar Plunge and shared positive feedback he received about the District.

7. Adjournment

With no further business brought before the Board, President Manheim adjourned the meeting at 6:43 PM.

Respectfully submitted,

TJ Seiffert, Secretary