Fox River & Countryside Fire Rescue District
34W500 Carl Lee Road
St. Charles, IL 60174
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Minutes

Monthly Board Meeting of the Fox River & Countryside Fire Rescue District
Tuesday, September 8, 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 Board Meeting to order at 6:02 PM.

A. Roll Call
Present: Trustees Gaffney, Manheim, Seiffert, Kennedy, McManus (5)
Absent: 0
Also present: Fire Chief Michael Hill, Deputy Chief Jim Niesel, Attorney John Motylinski, Accountant James Howard, Administrative Coordinator Tracy Dunklau, and residents

B. President Manheim led the Pledge of Allegiance.

2. Public Comment

President Manheim asked if there was any public comment.
There were none.

3. Reports

A. Financial Report
Accountant James Howard provided a financial analysis and revenue highlights for the month ending August 31, 2026.

B. Chief's Report
Fire Chief Michael Hill presented the August 2026 District highlights, including:

A. Chief Hill attended Lithium Battery Training.
B. The District completed the SAM.gov annual renewal and the GEMT cost survey.
C. Fiscal Year 2026 audit is underway.
D. The District participated in the National Night Out events in Campton Hills and the Kane County Judicial Center, as well as several HOA and end-of-summer events.
E. The new HVAC unit was installed at Station 1.
F. Preparation for installing fuel pumps at Station 3 has begun.
G. Sealcoating at Stations 1 and 2 is complete.

C. Attorney's Report
Attorney Motylinski reported that fire districts are seeing an increase in mass FOIA requests and advised that any mass FOIA requests received should be forwarded to him immediately for response.

Attorney Motylinski also reported that the General Assembly now requires all fire districts to report transport fee rates to IDPH by October 1, 2026. However, IDPH does not currently have a system set up to receive the information.

D. President's Report
No Report

4. Consent Agenda:

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

Items Approved:

A. Minutes of the July 14, 2026, Monthly Board Meeting - Open Session
B. Monthly Invoices
Roll Call Vote:
Yea: Trustees Gaffney, Manheim, Seiffert, Kennedy, McManus (5-0)
Absent: 0
Final Resolution: Motion Carries

5. Action Items:

A. A motion was made by Trustee Kennedy and seconded by Trustee Gaffney to designate Chief Hill and Administrative Coordinator Tracy Dunklau as Election Officials for the District.
Roll Call Vote:
Yea: Trustees Gaffney, Manheim, Seiffert, Kennedy, McManus (5-0)
Absent: 0
Final Resolution: Motion Carries

6. Old Business

None

New Business Not on Agenda - Discussion

Trustee McManus asked President Manheim why the New Business item was not listed on the agenda. President Manheim responded that New Business had become a distraction and advised Trustee McManus to contact him if he had an item he would like placed on the agenda.

7. Closed Session

None

8. Adjournment

President Manheim announced that the next regular Board Meeting will be held on October 13, 2026, at 6:00 PM.

With no further business brought before the Board, a motion was made by Trustee Gaffney and seconded by Trustee Seiffert to adjourn the meeting at 6:18 PM. All trustees present voted in favor, and the motion carried (5-0).

Respectfully submitted,

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TJ Seiffert, Secretary