Fox River & Countryside Fire Rescue District
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Minutes

Monthly Board Meeting of the Fox River & Countryside Fire Rescue District
Tuesday, October 13, 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 6:01 PM.

A. Roll Call
Present: Trustees Gaffney, Manheim, McManus (3)
Absent: Trustees Seiffert, Kennedy (2)
Also present: Fire Chief Michael Hill, Attorney John Motylinski, Accountant James Howard, Administrative Coordinator Tracy Dunklau, residents, and staff.

B. President Manheim led the Pledge of Allegiance.

2. Public Comment

President Manheim opened the floor for public comment.
No public comments were made.

3. Reports

A. Financial Report
Accountant James Howard provided a financial analysis and revenue highlights for the month ending September 30, 2026.

James noted GEMT is now billing quarterly, which accounts for the increased expenditure compared to the prior fiscal year.

B. Chief's Report
Fire Chief Michael Hill presented the September 2026 District highlights.

- Staffing Update – FF/PM Juarez completed Engine Operator training, and FF/PM Klippel and Cervantes completed swift water training.

- Public Education Update – Chief Hill reported that the District held its annual 9/11 Ceremony at Station 3 and participated in a successful fundraiser at the Billy Goat Tavern in Chicago for FRC Firefighter Nick Cavaligos and his family. The District is partnering with Midwest Restoration to construct a wheelchair ramp for a resident of the District

- Fleet Update - All District EMS vehicles passed the State and System EMS inspections

Chief Hill also reported that he was elected as Vice President of the Kane County Fire Chiefs Association.

C. Attorney's Report
Attorney Motylinski reported that fire districts are experiencing an increase in mass FOIA requests and advised that any mass FOIA requests the District receives should be forwarded to him immediately for response. He also reported that the General Assembly now requires all fire districts to report transport fee rates to the Illinois Department of Public Health (IDPH) by October 1, 2026. However, IDPH does not currently have a system in place to receive the information.

D. President's Report
No Report

4. Consent Agenda:

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

Items Approved:

A. Minutes of the September 8, 2026, Monthly Board Meeting - Open Session
B. Monthly Invoices
Roll Call Vote:
Yea: Trustees Gaffney, Manheim, McManus (3)
Absent: Trustees Seiffert, Kennedy (2)
Final Resolution: Motion carried

5. Action Items:

CPA James Howard presented the 2026 Tax Levy. The Tax Levy Ordinance 2026-03 will be presented for discussion and possible approval at the November 10, 2026, Board Meeting.

6. Old Business

None

7. Closed Session

None

8. Adjournment

President Manheim announced that the next regular Board Meeting will be held on Tuesday, November 10, 2026, at 6:00 PM.
With no further business brought before the Board, a motion was made by Trustee Gaffney and seconded by Trustee McManus to adjourn the meeting at 6:24 PM. All trustees present voted in favor. The motion carried (3-0).

Respectfully submitted,

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TJ Seiffert, Secretary