

## Administration Ordinance

To: Mayor and Board of Trustees  
From: Peter Vadopalas  
For Village Board Meeting of: February 26, 2018  
Subject: Amendment to the Municipal Code Related to the Fire Department

Financial Impact:

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### **Motion**

Motion to pass An Ordinance Amending Chapter 2.36 of the Mundelein Municipal Code Regarding the Fire Department.

### **Comments**

This Ordinance amends sections of Chapter 2.36 of the Municipal Code relating to the Fire Department.

The Ordinance provides for an increase of one authorized firefighter positions and a corresponding decrease in authorized lieutenant positions. Total authorized firefighter position will increase from 15 to 16, and total authorized lieutenant positions will decrease from six to five.

In addition, the Ordinance updates sections of this Chapter to reflect current supervisory responsibilities and assignments. The Ordinance eliminates the section of this chapter that establishes the position of Fire Prevention Bureau Director within the Fire Department as that function is today coordinated by the Building Director in cooperation with the Fire Chief.

Lastly, the Ordinance updates the section of this Chapter that addresses the authority of the Fire Chief to appoint and remove employees of the Fire Department. Section 2.36.030 of the Municipal Code currently calls for an ordinance or resolution from the Village Board to consent to appointment or removal of Fire Department employees. In practice, those determinations are made by the Fire Chief with consent of the Village Administrator for all Fire Department employees over the rank of Lieutenant. State law provides that

the Board of Fire and Police has the authority to hire, discipline, and remove firefighters. The proposed ordinance clarifies these roles within this section.

**ORDINANCE NO. (ID # 2845)**  
**AMENDMENT TO THE MUNICIPAL CODE RELATED TO THE FIRE DEPARTMENT**

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE AMENDING CHAPTER 2.36 OF THE MUNDELEIN MUNICIPAL CODE REGARDING THE  
FIRE DEPARTMENT

**WHEREAS**, the Village of Mundelein Board of Trustees has determined that it would be in the best interests of the Village to modify the Fire Department staffing and reporting structure in a manner that maintains safety standards while improving operational efficiency; and

**WHEREAS**, the Village of Mundelein Board of Trustees has determined that the Fire Department functioned responsively and safely with a three (3) lieutenant structure up to 2007; and

**WHEREAS**, the Village of Mundelein Board of Trustees has determined that it is in the best interests of the Mundelein community to work toward the restoration of the Fire Department’s traditional staffing model of three (3) Lieutenants by initially reducing the number of full-time Lieutenants in the Fire Department from six (6) to five (5) and increasing the number of firefighters from fifteen (15) to sixteen (16), thereby enhancing the Department’s operating efficiency with no reduction in safety to the Department’s employees or the Mundelein community; and

**WHEREAS**, the Village of Mundelein Board of Trustees has determined that it is in the best interests of the Village to codify operational enhancements recently accomplished by reorganizing fire inspection and code enforcement functions under the direction of the Building Commissioner, eliminating the position of the Fire Prevention Bureau Director and implementing associated modifications to the reporting structure of the Fire Prevention Bureau.

**NOW, THEREFORE, BE IT ORDAINED** by the President and Board of Trustees of the Village of

Mundelein, County of Lake, Illinois, that:

SECTION I. Section 2.36.010 is hereby deleted and replaced with the following:

Fire Department Established

- (a) There is established an executive department of the municipal government of the Village of Mundelein which shall be known as the Fire Department and it shall consist of the Chief of the Mundelein Fire Department, two (2) Deputy Chiefs, three (3) Battalion Chiefs/Shift Commanders, five (5) Lieutenants, and sixteen (16) full-time firefighters/paramedics.
- (b) Neither the Fire Chief, Deputy Fire Chief, Captains, Lieutenants, nor any of the firefighters or other employees of the Fire Department shall be considered an officer of the Village of Mundelein, but shall be considered employees of the Village. The Fire Chief shall be appointed by the Mayor with the consent of the Board of Trustees, and shall hold such position of employment subject to removal or suspension at the option of the Mayor and Board of Trustees.

SECTION II. Section 2.36.020 is hereby deleted and replaced with the following:

Appointment of Deputy Fire Chiefs, Battalion Chiefs/Shift Commanders

- a) Deputy Chief. There is created the position of Deputy Chief of the Fire Department who shall be appointed by the Chief of the Fire Department with the approval of the Village Administrator. If the Deputy Chief is appointed from the ranks of the Fire Department the Deputy Chief shall retain his/her rank and status while serving as Deputy Chief and shall revert to such rank and status, or the position of the Battalion Chief/Shift Commander if open, when the term of Deputy Chief has ended, as determined by the Chief of the Fire Department. In the event the Deputy Chief is appointed from outside of the ranks of the department the position will be considered at will and the term of the Deputy Chief will be at the determination of the Fire Chief along with the Village Administrator. The Deputy Chief of the Fire Department shall serve in the absence of the Chief of the Fire Department. The Deputy Chief shall perform such duties and assignments as directed by the Chief of the Fire Department.
- (b) Battalion Chief/Shift Commander. There is created the position of Battalion Chief/Shift Commander, who is to be appointed by the Chief of the Fire Department with the approval of the Village Administrator. A Battalion Chief/Shift Commander shall retain his/her rank and status while serving as a Battalion Chief/Shift Commander and shall revert to such rank and status when his term as Battalion Chief/Shift Commander has ended, as determined by

the Chief of the Fire Department. The Battalion Chief/Shift Commander shall perform such duties and assignments as directed by the Chief of the Fire Department or the Deputy Chief of the Fire Department.

SECTION III. Section 2.36.030 is hereby deleted and replaced with the following:

Power and Authority of the Fire Chief

The Fire Chief shall have the management and control of all matters and things pertaining to the Fire Department and shall appoint and remove with the consent of, or the request of, the Village Administrator all subordinate officers, assistants, and other members of the Fire Department.

SECTION IV. Section 2.36.090 is hereby deleted and replaced with the following:

Fire Prevention Bureau.

There shall be established under the jurisdiction of the Fire Chief of Mundelein the division of Fire Prevention Bureau of the department. This division is responsible for aspects of fire prevention, public education, fire inspection, fire investigation and code enforcement responsibilities for the Village of Mundelein. The division will be under the direct supervision of the Fire Chief.

SECTION IV. Except as amended above, Chapter 2.36 of the Mundelein Municipal Code is hereby ratified, confirmed and approved.

SECTION V. The Village Clerk is hereby directed to publish this Ordinance in pamphlet form.

SECTION VI. This Ordinance shall be in full force and effect from and after its passage, approval, and publication in pamphlet form as provided by law.

ADOPTED this 26th day of February, 2018 by a roll call vote as follows:

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President

ADOPTED: February 26, 2018

APPROVED: February 26, 2018

PUBLISHED in pamphlet form: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
Village Clerk