

**Minutes of the May 26, 2016  
Regular Meeting of the Board of Trustees of the  
West Chicago Fire Protection District  
held at 7:00 pm at  
200 Fremont Street, West Chicago, IL**

---

Opened meeting with the Pledge of Allegiance

The Regular Meeting was called to order at 7:00 p.m. by President Dave Janaes with Trustee Charles Bratcher, Trustee Bonnie Gagliardi and Trustee Pat Murphy present. Also present were Chief Pat Tanner, Accountant James Howard from Governmental Accounting and Administrative Assistant Joy Edminson. Trustee Jim Grobe was absent.

Also in Attendance was West Chicago Resident Marilyn Kroll.

President Janaes appointed Trustee Gagliardi as Acting Secretary.

Minutes of the Regular Meeting held on April 28, 2016 were reviewed. Trustee Murphy made a motion to accept the minutes as written, the motion was seconded by Trustee Bratcher, motion passed.

Attorney Joe Miller, Battalion Chief Hugh Stott and Firefighter/Paramedic Mike Korzen joined the meeting at 7:02 p.m.

James Howard gave a Power Point presentation on the Financial Analysis for the eleven (11) months ended April 30, 2016. Hard copy included with Minutes. No questions from the Board.

James Howard gave a second Power Point presentation on the Budget Analysis for the 12 months ended May 31, 2017.

Howard pointed out Revenue highlights:

- 100% of Last Year's Budget
- Property Taxes at \$7.25M or 101% of Last Year's Budget
- Ambulance Fees Budgeted at \$424,188 or 115% of Last Year's Budget
- Airport Agreement Budgeted at \$441,612 or 111% of Last Year's Budget

Expenditure Highlights:

- 101% of Last Year's Budget
- Operating Expenditures at 100% of Last Year's Budget
- Salaries & Wages at 103% of Last Year's Budget
- Risk Care Management Liability Fund at \$591K
- Debt Service & Capital Expenditures
  1. Debt Payments = \$618,675
  2. Capital Expenditures = \$221,715

No Questions from the Board.

Attorney Miller will draft a tentative Budget Ordinance to bring to the June meeting. The Budget will need to be posted at least 30 days in advance of approving the Budget Ordinance at the July meeting.

The Financial Report/Chart of Accounts ending April 30, 2016 and the Accounts Payable of \$133,923.09 and Payroll of \$316,368.54 for April 29, 2016 through May 26, 2016 totaling \$450,291.63 were presented. Trustee Gagliardi made a motion to accept the Financial Reports as presented, Trustee Murphy seconded. Roll call vote showed:

Trustee Gagliardi - Aye Trustee Murphy – Aye Trustee Bratcher – Aye Trustee Janaes - Aye

Motion passed 4 – 0.

## **COMMITTEE REPORTS:**

**INTERGOVERNMENTAL** Chief Tanner updated the Board on the move from MABAS Division 12 to a new MABAS Division 70 together with the six Alliance towns. The Chief informed the Board that he is looking at September for the new Division to go into effect. Chief Tanner assured the Board that this move will not change anything in regards to response. Tanner believes that this will be a Model for other Districts going forward.

Trustee Janaes shared that the Alliance was presented a 2016 Intergovernmental Cooperation Award from the DuPage Mayors and Managers on May 20, 2016.

The Chief also reported that there will be a Multi-involvement drill at the Airport in October.

The Chief is continuing to work on a Business Plan for the Kress Road project.

**FINANCIAL/ PLANNING:** Nothing at this time.

## **DIVISIONAL REPORTS:**

**ADMINISTRATION:** Nothing at this time.

**EMERGENCY MEDICAL SERVICES:** Nothing at this time.

**FIRE PREVENTION AND EDUCATION:** Nothing at this time.

Chief Tanner will ask Fire Marshal Buenrostro for a report to share at June's meeting.

B.C. Stott shared that WCFPD was given accolades on their Public Education and Fire Prevention.

**FIRE SUPPRESSION AND TRAINING:** The Chief shared that WCFPD was awarded an AFG Grant. The Grant will be used for a \$45,000 training Prop with WCFPD cost being 1% or \$4,500.

The Chief informed the Board of a Bartlett house fire last week where Tender 5 was the first on the scene. The Chief received two emails, one from the Bartlett Fire Chief and the other from the Hanover Fire Chief, both praising the WCFPD for their outstanding operations and members.

**EQUIPMENT/FLEET/CAPITAL IMPROVEMENT:** The Chief is working on leveling off the Budget on vehicle maintenance and he will be keeping a close eye on expenditures.

Attorney Miller explained what is and is not required to go out for Bids.

**COMMISSIONERS/ COMMUNITY LIAISON:** The College of DuPage is working with the Chief and the Commissioners regarding upcoming Testings. The Testings should begin in August.

**UNION LOCAL 3970:** Firefighter/Paramedic Mike Korzen spoke on behalf of Local 3970. Korzen explained functions of the Honor Guard and shared that it is a huge community relations program. Korzen also shared that the Boy Scouts reached out to WCFPD to partner with them in a pancake breakfast fundraiser that took place on Saturday, May 21, 2016. Korzen reminded the Board of the upcoming Firefighters Association Convention.

**UNFINISHED BUSINESS:** Nothing at this time.

**NEW BUSINESS:** There was discussion on moving the June meeting from Thursday the 23<sup>rd</sup> to Tuesday, June 21<sup>st</sup> due to conflicts. The Board agreed to move the meeting to June 21<sup>st</sup> at 7:00 p.m.

President Janaes requested a motion authorizing the Commissioners to promote a candidate to the position of Lieutenant with the upcoming retirement of Lt. Rick Michael.

A motion was made by Trustee Murphy for President Janaes to send a letter to the WCFPD Commissioners authorizing them to promote a candidate from the current Candidate List to the position of Lieutenant, motion was seconded by Trustee Bratcher. Roll call vote showed:

Trustee Murphy – Aye    Trustee Bratcher – Aye    Trustee Gagliardi - Aye    Trustee Janaes - Aye

Motion passed 4 – 0.

Trustee Gagliardi made a motion to approve **Resolution #2016-R-04**. A Resolution authorizing the West Chicago Fire Protection District to enter into a Proxy Agreement with Illinois Association of Fire Protection Districts. The motion was seconded by Trustee Murphy. Roll call showed.

Trustee Gagliardi - Aye    Trustee Murphy – Aye    Trustee Bratcher – Aye    Trustee Janaes - Aye

Motion passed 4 – 0.

The Trustees present, signed the IAFFD 2016 Credentials Certification for the Annual Membership Meeting to be held on Friday, June 24, 2016 in Peoria, IL.

Trustee Bratcher made a motion to approve **Ordinance #2016-O-02**. An Ordinance providing the salary and compensation of the non-collective bargaining unit employees of the West Chicago Fire Protection District. The motion was seconded by Trustee Murphy. Roll call showed.

Trustee Bratcher – Aye    Trustee Murphy – Aye    Trustee Gagliardi - Aye    Trustee Janaes - Aye

Motion passed 4 – 0.

**OLD BUSINESS:** Nothing at this time.

**MISCELLANEOUS:** Nothing at this time.

**OPEN TO THE PUBLIC:** Resident Marilyn Kroll requested that the Board provide her a podium to address the Board, no podiums available at the time. Ms. Kroll questioned the Board on why it was not shared at the April Trustees meeting that there was a Pancake Breakfast on May 21<sup>st</sup>, explanations were given to Kroll. Kroll also asked when and who will be coming to her apartment complex to give a Fire Safety Talk to residents, President Janaes informed her that he is sure the residents will be notified of the date as soon as one is agreed upon by the Fire Prevention Bureau and the apartment complex management.

**ATTORNEY COMMENTS:** Attorney Joe Miller stated that he agrees that a Bid is required for a Paramedic Contract and that a notice needs to be placed in the local newspaper.

Pertaining to the RFP (Request for Proposal) for Contract Paramedic Services, Chief Tanner would like to have it be required that the contract personnel be Paramedic/Firefighters. Tanner proposes more discussion when the time comes.

Miller explained to the Board the changes in Overtime Regulations and who the changes apply to. The Regulation goes into effect on September 1, 2016.

Miller reminded the Board about House Bill 6630 requiring that all Board Trustees be elected. He will keep the board informed on this Bill.

**CLOSED SESSION:** Not needed at this time.

**POSSIBLE ACTION ON CLOSED SESSION:** None at this time.

**ADJOURNMENT:** Motion was made by Trustee Murphy and seconded by Trustee Bratcher to adjourn. Motion passed. Meeting adjourned at 8:04 p.m.

Next Meeting is rescheduled for Tuesday, June 21, 2016 at 7:00 p.m. as agreed upon.

Respectfully submitted by,

Bonnie Gagliardi  
Acting Secretary

