Minutes of the February 23, 2017
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 Charles Bratcher with Trustee Bonnie Gagliardi, Trustee Jim Grobe, Trustee Pat Murphy and Trustee Steve Usedom present. Also present were Attorneys Joe Miller and Vlad Shuliga, Chief Pat Tanner, Assistant Chief Tim Leidig, Accountant James Howard from Governmental Accounting and Administrative Assistant Joy Edminson.

Others in attendance: Battalion Chief Hugh Stott, Firefighter/Paramedic Greg Zudis, Firefighter/Paramedic Todd Baseggio, Katherine Banik from Vanguard Energy Services and Kate Perkins, a Warrenville resident.

Minutes of the Regular Meeting held on January 26, 2017 were reviewed. Trustee Usedom suggested changing all CDH Mobile Stress Units to read Northwestern Medicine Mobile Stress Unit. Usedom also pointed out that on page two under Divisional Reports section (j) should read Lieutenant Mike Buenrostro and that the flood occurred at Station six. Trustee Murphy made a motion to accept the minutes as corrected, the motion was seconded by Trustee Usedom, motion passed unanimously.

Minutes of the Closed Session held on January 26, 2017 were reviewed. Trustee Usedom made a motion to accept the minutes as written, the motion was seconded by Trustee Murphy, motion passed unanimously.

James Howard presented a Power Point presentation on the Financial Analysis for the eight (8) months ending January 31, 2017. Hard copy included with Minutes. No questions from the Board.

The Financial Report/Chart of Accounts ending January 31, 2017 and the Accounts Payable of $193,294.50 and Payroll of $307,944.64 for January 27, 2017 through February 23, 2017 totaling $501,239.14 were presented. Trustee Grobe made a motion to accept the Financial Reports as presented, Trustee Usedom seconded. Roll call vote showed:

  Trustee Grobe - Aye
  Trustee Bratcher - Aye
  Trustee Usedom - Aye
  Trustee Murphy - Aye
  Trustee Gagliardi - Aye

Motion passed 5 – 0.

COMMITTEE REPORTS:

INTERGOVERNMENTAL: Chief Tanner shared the progress of the 320 Kress Road Facility which is about 30 days from being ready for trainings. The Chief informed the Board that there will be a tour of the facility after the meeting for anyone interested. Tanner also shared that labor is being done through the Swap program.
FINANCIAL/ PLANNING: Chief Tanner reported that next year’s Budget spreadsheets are in the works.

DIVISIONAL REPORTS:

- **ADMINISTRATION:** No Report.

- **EMERGENCY MEDICAL SERVICES:** Chief Tanner shared that a Letter of Commendation was given to Firefighter/Paramedics, Matthew Keller, Scott Hamlin and John Malhiot and Contract Paramedics, Taylor Young and Sean Kulpa for a job well done during a recent call.

- **FIRE PREVENTION AND EDUCATION:** Chief Tanner handed out for review, a report submitted by Fire Marshal Joe Buenrostro showing monthly Bureau Activity for 2016, totals for 2016 False Alarms Fees and Plan Reviews, 2016 Fire Inspections and 2015/2016 Fire Safety Inspections Comparisons.

  Lieutenant Jason Day joined the meeting at 7:15 p.m.

- **FIRE SUPPRESSION AND TRAINING:** The Chief shared that several members are going through the Rescue Task Force class along with members from the West Chicago Police Department. The Chief’s hope is to get the Alliance and others involved going forward.

  The Chief informed the Board that the vote for Division 70 was voted down and WCFPD will remain in Division 12 and will move forward.

- **EQUIPMENT/FLEET/CAPITAL IMPROVEMENT:** No Report.

COMMISSIONERS/ COMMUNITY LIAISON: The Commissioners will be meeting in March.

UNION LOCAL 3970: No Report.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

a) Chief Tanner introduced Katherine Banik, Senior Account Executive at Vanguard Energy Services. Banik presented a power point presentation concerning electrical service for WCFPD at a fixed rate. Hard copies included with minutes. Discussion had on current, past and future electric service costs. Attorney Joe Miller stated that entering into an electric service contract does not need to go out for Bid. The cost, if three-year contract signed today, would be $0.06303, the current contract cost is $0.06510.

  Trustee Murphy made a motion to authorize the Fire Chief to enter into a three (3) year agreement with Dynegy to provide electrical service to the West Chicago Fire Protection District at a fixed rate on a date prior to May 31, 2017 that is most advantageous to the District. The motion was seconded by Trustee Gagliardi. Roll call showed.

  Trustee Murphy - Aye  Trustee Gagliardi – Aye  Trustee Grobe - Aye
  Trustee Usedom - Aye  Trustee Bratcher – Aye

  Motion passed 5 – 0.
b) Chief Tanner informed the Board that the water heater went out at Station 7 and needed to be replaced.

Trustee Usedom made a motion to approve the emergency purchase of a replacement 100-gallon water heater for the fire station located at 1080 Commerce Drive (Station 7) in the amount of $5,256.00. The motion was seconded by Trustee Grobe. Roll call showed.

Trustee Usedom - Aye  Trustee Grobe - Aye  Trustee Gagliardi - Aye
Trustee Murphy - Aye  Trustee Bratcher - Aye

Motion passed 5 – 0.

c) Chief Tanner explained that turning the Fire Training Academy located at 320 Kress Road into a 50-person training facility requires furniture. The Chief is hoping that classes will start up in April this year. The Chief is planning on having an Open House to spark interest in agencies holding training in the facility in the future. Discussion was had on the fees to be charged for use of the facility, AC Leidig is working on a fee schedule. There was also discussion on WCFPD’s liability and what Insurance/Policies will be needed.

Trustee Murphy made a motion to approve the purchase of classroom furniture for the Fire Training Academy located at 320 Kress Road from A to Z Rental, West Chicago, IL in the amount of $10,359.00. The motion was seconded by Trustee Grobe. Roll call showed.

Trustee Murphy - Aye  Trustee Grobe - Aye  Trustee Gagliardi - Aye
Trustee Usedom - Aye  Trustee Bratcher - Aye

Motion passed 5 – 0.

d) Chief Tanner explained that the current computer backup system is out dated and not sufficient. The Chief is recommending replacement with a Tape Backup Computer Hardware System; money is budgeted for this line item. Discussion had by Board.

Motion made by Trustee Grobe to purchase a tape backup computer hardware system from SHI International in the amount of $8,131.27. The motion was seconded by Trustee Murphy. Roll call showed.

Trustee Grobe - Aye  Trustee Murphy - Aye  Trustee Gagliardi - Aye
Trustee Usedom - Aye  Trustee Bratcher - Aye

Motion passed 5 – 0.

e) Chief Tanner discussed the Bids received for the two replacement cardiac monitor/defibrillators. The Chief shared that WCFPD’s EMS coordinator, Greg Zudis evaluated the Specs. Discussion had on the trade in of old defibrillators. New Cardiac monitor/defibrillators will be used on the two frontline ambulances. This is a budgeted line item. After review of all Bids, it was determined that Zoll Medical Corporation was the lowest responsible bidder.

Trustee Gagliardi made a motion to approve Ordinance #2017-O-01. An Ordinance authorizing the West Chicago Fire Protection District to enter into an agreement with Zoll Medical Corporation for the purchase of 2 replacement cardiac monitor/defibrillators in the amount of $59,265.28. The motion was seconded by Trustee Murphy. Roll call showed.

Trustee Gagliardi - Aye  Trustee Murphy - Aye  Trustee Grobe - Aye
Trustee Usedom - Aye  Trustee Bratcher - Aye

Motion passed 5 – 0.
OLD BUSINESS: None

MISCELLANEOUS: None

OPEN TO THE PUBLIC: Kate Perkins, a resident from Warrenville, shared that she is running for office in Warrenville and is very impressed with WCFPD's financial stability. Perkins requested that someone from the Board meet with her to discuss expenditures of the WCFPD. President Bratcher suggested that Perkins meet with Chief Tanner and James Howard, business cards were exchanged.

ATTORNEY COMMENTS: Attorney Vlad Shuliga discussed the Employee Sick Leave Bill regarding time off to care for sick family members. Shuliga will keep the Board updated.

CLOSED SESSION: At 8:15 p.m., Trustee Murphy made a motion to enter into closed session for the discussion concerning the setting of a price for sale or lease of property owned by the District. The motion was seconded by Trustee Gagliardi. Motion passed.

Reconvened to Regular Open Session at 8:20 p.m. In attendance when reconvened were Trustee Bratcher, Trustee Gagliardi, Trustee Grobe, Trustee Murphy, Trustee Usedom, Chief Tanner, Assistant Chief Leidig and Attorneys Miller and Shuliga.

POSSIBLE ACTION ON CLOSED SESSION: No action taken.

ADJOURNMENT: Motion was made by Trustee Murphy and seconded by Trustee Grobe to adjourn. Motion passed. Meeting adjourned at 8:20 p.m.

The Next Meeting will be held Thursday, March 23, 2017 at 7:00 p.m.

Respectfully submitted by,

Jim Grobe
Secretary