

**Minutes of the February 27, 2020
Regular Meeting of the Board of Trustees of the
West Chicago Fire Protection District
Held at Fire Station 6
200 Fremont Street, West Chicago, Illinois**

Opened meeting with the Pledge of Allegiance

The Regular Meeting was called to order at 7:03 p.m. by President Charles Bratcher with Trustee Anthony Gagliardi, Trustee Jim Grobe, Trustee Pat Murphy and Trustee Steve Usedom in attendance. Also present was Chief Pat Tanner, Assistant Chief Tim Leidig, Attorney Ryan Morton, Accountant James Howard and Administrative Assistant Joy Edminson.

Others in attendance: *Firefighter/Paramedic Greg Zudis joined the meeting at 7:45 p.m.*

APPROVAL OF MINUTES:

Minutes of the Regular Meeting held on January 23, 2020 were reviewed. Trustee Gagliardi made a motion to accept the minutes as written, the motion was seconded by Trustee Grobe, and the motion passed by a unanimous vote.

FINANCIAL REPORTS:

Accountant James Howard presented a power point report of the Financial Analysis for the eight (8) months ending January 31, 2020. Presentation included District revenues, expenditures and investments.

Revenue Highlights (67% of Budget Year)

- 92% of Total Budget (Excluding Internal Transfers)
- Collected \$7,596,526 of Property Taxes (100.4% of budget)
(1st and 2nd Major Installment for DuPage County)
- Collected \$349,561 of Ambulance Fees (64.1% of budget)
- Collected \$324,836 from Airport Authority (69.2% of budget)

Expenditure Highlights (67% of Budget Year)

- 64.3% of Total Budget
- Operating Expenditures at 68.7% of budget
 - Health Insurance 9 of 12 Payments
- Salaries & Wages at 69.2% of budget (Includes sick time buy back)
- Debt Service & Capital Expenditures (49.0% of Budget)
 - Debt Principal & Interest Payment = \$666,738
 - Vehicle Equipment = \$15,502
 - Cardiac Monitors = \$28,177
 - Nederman Exhaust System = \$10,717

Ending Fund Balance (67% of Budget Year)

- Total Actual Ending Fund Balance \$5,989,303

Investments: Total \$5,570,278

Discussion on training budget and the State Officers Certification Training.

Trustee Bratcher announced that the account payables for the District for the period of January 24, 2020 through February 27, 2020 totaled \$256,070.28 and payroll for the District as of February 27, 2020 was \$428,318.13. Trustee Murphy made a motion to approve the total amount of expenditures for the District of \$684,388.41, seconded by Trustee Usedom. Roll call vote showed.

Trustee Murphy – Aye
Trustee Bratcher – Aye

Trustee Usedom – Aye
Trustee Grobe – Aye

Trustee Gagliardi – Aye

Motion passed 5 ayes.

COMMITTEE REPORTS:

- Intergovernmental:** Chief Tanner shared a letter the District received from the Illinois State Police. The letter thanked the WCFPD for assisting with a search using the District drone.
- Finance and Planning:** Tower 6 has been repaired after incident of rear wheels falling off while being driven. Chief Tanner shared photos with the Board of the damages from the incident. Repairs have been completed by Emergency Vehicle Service Inc. which totaled \$31,236.40. Negotiations are still ongoing with the original body work company's insurance provider.

CLOSED SESSION: At 7:25 p.m., a motion was made by Trustee Usedom to go into closed session for the discussion of probable, imminent or pending litigation. The motion was seconded by Trustee Gagliardi and approved by a unanimous vote.

After taking no action in closed session, the meeting reconvened to the Regular Open Session at 7:42 p.m. In attendance when reconvened were Trustee Bratcher, Trustee Gagliardi, Trustee Grobe, Trustee Murphy, Trustee Usedom, Chief Tanner, Assistant Chief Tim Leidig, Attorney Ryan Morton, Accountant James Howard and Administrative Assistant Joy Edminson.

Possible Action on Closed Session: Chief Tanner asked the Board's approval to pay Emergency Vehicle Service Inc. the total invoiced amount of \$31,236.40 while continuing negotiations with insurance. A consensus of the Board instructed Chief Tanner to pay that amount, which will be ratified at the next Board meeting.

c. Divisional Reports:

- i. **Administration:** No report.
- ii. **Emergency Medical Services:** No report.
- iii. **Fire Prevention and Education:** Fire Marshal Joe Buenrostro prepared the Construction Up-Date report for 1/21/2020 to 02/25/2020.
- iv. **Fire Suppression and Training:** No report.
- v. **Building/Equipment/Fleet/Capital Improvement:** No report.

- d. **Commissioners and Community Liaison:** Commissioners continue with the process of Battalion Chief testing. Candidates have visited the Assessment Center and a written test will be March 6th.

UNION LOCAL 3970: No report.

UNFINISHED BUSINESS:

- a. **Addendums to Board Policy Manual – Approval of Manual:**
No questions or concerns on the addendums to the Board Policy Manual.

Trustee Usedom made a motion to approve the Board Policy Manual including the Addendums. The motion was seconded by Trustee Murphy. Roll call vote showed:

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

Motion passed 5 ayes.

Firefighter/Paramedic Greg Zudis joined the meeting at 7:45 p.m.

NEW BUSINESS: Ordinance 2020-O-01, an Ordinance authorizing the entering into an agreement with FERRARA Fire Apparatus, Inc for the purchase of a fire engine by the West Chicago Fire Protection District.

Discussion had on price, budgeting, pre-pay discount, vehicle replacement schedule, financing options, reserve vehicles, and the possible upcoming need to replace the ladder truck sooner than planned. James Howard presented a financing schedule from U.S. Bancorp and he recommended the 3-year financing quote.

Trustee Murphy made a motion to adopt **Ordinance 2020-O-01**, an Ordinance authorizing the entering into an agreement with FERRARA Fire Apparatus, Inc for the

purchase of a fire engine by the West Chicago Fire Protection District. The amount is not to exceed \$635,000 for the cost of the vehicle through a combination of cash and financing with U.S. Bancorp. The motion was seconded by Trustee Gagliardi. Roll call vote showed:

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

Motion passed 5 ayes.

Chief Tanner thanked the vehicle search committee chairman Greg Zudis as well as the other committee members for their great job.

Trustee Murphy made a motion to enter into a three-year financing agreement with U.S. Bankcorp per quote presented by James Howard. Final signatures on financing agreement will be withheld pending review by Attorney Joe Miller. The motion was seconded by Trustee Grobe. Roll call vote showed:

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

Motion passed 5 ayes.

OLD BUSINESS: None.

MISCELLANEOUS: None.

OPEN TO THE PUBLIC: None.

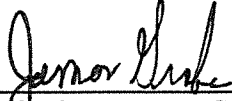
ATTORNEY COMMENTS: Ryan Morton stated that litigation attorney Steve DiNolfo from his firm will be available to attend the March meeting if needed.

CLOSED SESSION: Above

POSSIBLE ACTION ON CLOSED SESSION: Above

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

The Next Board Meeting will be at 7:00 p.m. on Thursday, March 26, 2020.



James Grobe Secretary