

**Minutes of the April 27, 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 and Trustee Steve Usedom present. Trustee Pat Murphy was absent. Also present were Attorneys Joe Miller and Vlad Shuliga, Chief Pat Tanner, Accountant James Howard from Governmental Accounting and Administrative Assistant Joy Edminson.

Others in attendance: None

Minutes of the Regular Meeting held on March 23, 2017 were reviewed. Trustee Usedom made a motion to accept the minutes as written, the motion was seconded by Trustee Gagliardi, motion passed unanimously.

Minutes of the Closed Session held on March 23, 2017 were reviewed. Trustee Grobe made a motion to accept the minutes as written, the motion was seconded by Trustee Gagliardi, motion passed unanimously.

James Howard presented a Power Point presentation on the Financial Analysis for the ten (10) months ending March 31, 2017. Hard copy included with Minutes. No questions from the Board.

The Financial Report/Chart of Accounts ending March 31, 2017 and the Accounts Payable of \$216,019.70 and Payroll of \$523,519.74 for March 24, 2017 through April 27, 2017 totaling \$739,539.44 were presented. Trustee Usedom made a motion to accept the Financial Reports as presented, Trustee Gagliardi seconded. Roll call vote showed:

Trustee Usedom - Aye
Trustee Grobe - Aye

Trustee Gagliardi - Aye
Trustee Bratcher - Aye

Motion passed 4 - 0.

COMMITTEE REPORTS:

INTERGOVERNMENTAL: Chief Tanner shared that the City of West Chicago is requesting an outside warning system be installed at Station 5 at 1651 Atlantic Drive. The Chief is in preliminary discussions with the City. A photo was handed out showing where the City and where the Chief would like the proposed warning system to be located. The Chief requested input from the Board and the Board gave their ok to move forward with the City. Attorney Joe Miller will contact the Zoning Department and have them give Chief Tanner a call. The Chief will be in contact with the City for more information including whether the system will be Solar or Electric.

FINANCIAL/ PLANNING: James Howard shared that the WCFPD received an Award from the Government Finance Officers Association of the United States and Canada (GFOA). The Award is for Financial Reporting Achievement. WCFPD also received a Certificate of Achievement for Excellence in Financial Reporting for its comprehensive Annual Financial Report for the Fiscal Year Ended May 31, 2016.

DIVISIONAL REPORTS:

- **ADMINISTRATION:** No Report.
- **EMERGENCY MEDICAL SERVICES:** No Report
- **FIRE PREVENTION AND EDUCATION:** The Chief reported that the Fire Marshal and Fire Prevention Department is making good strides.
- **FIRE SUPPRESSION AND TRAINING:** The Chief gave an update on the 320 Kress Road Training Facility. Furniture has been given to the WCFPD from the Airport Authority and free AV equipment may be coming soon. The Chief handed out information on Metal Container Structures that can be used for training. The actual containers would be free and the 2% Fund will be asked to cover the remaining costs for these Container Structures. The structures are portable so they can be moved between Kress Road and the Airport for Drills. Hard copy included with minutes. Chief Tanner will continue to keep the Board up-to-date on costs and trainings for Kress Road Facility.
- **EQUIPMENT/FLEET/CAPITAL IMPROVEMENT:** No Report.

Assistant Chief Tim Leidig joined the meeting at 7:32 p.m.

COMMISSIONERS/ COMMUNITY LIAISON: The Chief shared that the Commissioners are in the beginning stages of Lieutenant Testing.

UNION LOCAL 3970: No Report.

UNFINISHED BUSINESS: None.

NEW BUSINESS: James Howard gave a power point presentation on the Budget Analysis for the 12 months ended May 31, 2018, presentation was a Draft analysis. Highlights of the presentation were...

Revenue Highlights:

- 106% of Last Year's Budget
- Property Taxes at \$7.37M or 101.6% of Last Year's Budget, CPI = 0.7 (less uncollectibles)
- Ambulance Fees Budgeted at \$415,000 or 98% of Last Year's Budget
- Airport Agreement Budgeted at \$450,000 or 102% of Last Year's Budget
- Sale of Surplus Property
- Grant for LED upgrade

Expenditure Highlights:

- 101.7% of Last Year's Budget
- Operating Expenditures at 101.8% of Last Year's Budget
- Salaries & Wages at 98% of Budget (Consideration for CBA)
- Risk Care Management (Liability Fund \$574K)
- Debt Service & Capital Expenditures
 1. Debt Payments = \$638,550
 2. Capital Expenditures = \$213,750

The final 2017/2018 Budget is planned to be ready for approval at the June 22, 2017 meeting.

OLD BUSINESS: Chief Tanner and Assistant Chief Leidig informed the Board that the Surplus Ambulance and Truck sold for total of \$20,000.

MISCELLANEOUS: None.

OPEN TO THE PUBLIC: None

ATTORNEY COMMENTS: Attorney Joe Miller discussed the Secondary Employment Bill.

CLOSED SESSION: At 7:53 p.m., Trustee Gagliardi made a motion to enter in to closed session for discussion concerning the employment, compensation and benefits of a specific employee of the District and to discuss matters of collective bargaining. The motion was seconded by Trustee Grobe. Motion passed.

Reconvened to Regular Open Session at 8:49 p.m. In attendance when reconvened were Trustee Bratcher, Trustee Gagliardi, Trustee Grobe, Trustee Usedom, Chief Tanner, Assistant Chief Leidig, Accountant James Howard and Attorneys Miller and Shuliga.

POSSIBLE ACTION ON CLOSED SESSION: No action taken.

The Board wished Trustee Bonnie Gagliardi the best of luck as a new City of West Chicago Council member and thanked her for her service on the WCFPD Board of Trustees.

ADJOURNMENT: Motion was made by Trustee Gagliardi and seconded by Trustee Usedom to adjourn. Motion passed. Meeting adjourned at 8:49 p.m.

The Next Regular Meeting will be held Thursday, May 25, 2017 at 7:00 p.m.

Respectfully submitted by,

A handwritten signature in cursive script that reads "Jim Grobe".

Jim Grobe
Secretary