

**Minutes of the May 23, 2019
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 7:00 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 attorney Joseph Miller, Chief Pat Tanner, Assistant Chief Tim Leidig, Accountant James Howard and Administrative Assistant Joy Edminson. Others present: Lieutenant Jason Day, Firefighter/Paramedic Todd Baseggio and John Nelson from Dupage County.

APPROVAL OF MINUTES:

Minutes of the Regular Meeting held on April 25, 2019 were reviewed. Trustee Usedom made a motion to accept the minutes as written, the motion was seconded by Trustee Murphy, and the motion passed by a unanimous vote.

Minutes of the Closed Session Meeting held on April 25, 2019 were reviewed. Trustee Murphy 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 eleven (11) months ending April 30, 2019. Presentation included District revenues, expenditures and investments.

Revenue Highlights (92% of Budget Year)

- 103% of Total Budget
- Collected \$7,527,572 of Property Taxes (100% of budget)
(1st and 2nd Major Installments for DuPage County)
- Collected \$519,955 of Ambulance Fees (118.2% of budget)
- Collected \$433,265 from Airport Authority (92.2% of budget)

Expenditure Highlights (92% of Budget Year)

- 94.9% of Total Budget
- Operating Expenditures at 95.3% of budget
- Salaries & Wages at 93.8% of budget
- Debt Service & Capital Expenditures (97.2% of Budget)
 - Debt Principal & Interest Payment = \$650,350
 - 2019 Ford F550 Ambulance = \$226,098
 - Cardiac Monitor Contract = \$34,277
 - Electronic Stretcher = \$19,915

- New SCBA = \$333,440 (Offset by \$308,655 FEMA Grant)
- Lucas Device = \$19,900

Fund Balance (92% of Budget Year)

- Total Actual \$4,345,358

Investments: Total \$3,960,952

No questions on the report.

Trustee Bratcher announced that the account payables for the District for the period of April 26, 2019 through May 23, 2019 totaled \$244,125.52 and payroll for the District as of May 23, 2019 was \$424,169.39. Trustee Murphy made a motion to approve the total amount of expenditures for the District of \$668,294.91. The motion was seconded by Trustee Gagliardi. Roll call vote showed:

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

Motion passed 5 – 0.

COMMITTEE REPORTS:

- a. **Intergovernmental:** No report.
- b. **Finance and Planning:** Addressed under New Business.
- 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 04/23/2019 to 05/20/2019 report. Hard copies included with minutes.
 - iv. **Fire Suppression and Training:** Chief Tanner gave an update on the Rock Pile project. The project has had zero expense for WCFPD to date.
 - v. **Building/Equipment/Fleet/Capital Improvement:** Chief Tanner shared that Assistant Chief Leidig made a trip down to Kansas City to pick up a John Deer utility vehicle that was given to WCFPD, the only cost was for the gas to and from Kansas City. The utility vehicle will be used for trainings and at public events.

- d. **Commissioners and Community Liaison:** Chief Tanner contacted both gentlemen that interviewed for the open Commissioners seat to give them the Board's decision. The Board approved the appointment of Frank Lenertz at the April meeting. The Chief shared that Rex Van Winkle is working on the paperwork for the new hire.

UNION LOCAL 3970: No report.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

a) **Tentative FY20 Budget Discussion:**

James Howard gave a power point presentation on the Budget Analysis for the 12 months ended May 31, 2020. The presentation included District revenues, expenditures and investments.

Revenue Highlights:

- 103% of last year's budget (No internal transfer or debt proceeds)
- Property Taxes:
 - Budgeted \$7.56 M or 100.8% of last year's budget (Pension monies remitted directly to Pension Fund)
 - CPI = 2.1%; less money for uncollectible
- Ambulance Fees: Budgeted \$545,000 or 124% of last year's budget
- Airport Agreement: Budgeted \$469,704 or 100% of last year's budget (Expenses are being netted against billing)
- Debt Proceeds: 5-year Tax-Exempt lease of \$500,000

Expenditure Highlights:

- 106.7% of last year's budget
- Operating Expenditures: 101.8% of last year's budget (No internal transfer)
- Salaries & Wages:
 - 103% of budget
 - Risk Care Management (Liability fund \$589K for salaries)
 - Sick time payout reserve \$150,000
 - Use \$90K of IRMA credit (Total credit at 12/1/18 = \$442,697)
- Debt Service & Capital Expenditures:
 - Debt Payments = \$782,000 (New financing at \$115,000 for 5 years)
 - Capital Expenditures = \$689,400
 - Station 7 boiler = \$12,900
 - Replacement Engine = \$635,000 (Down payment \$135,000 and pre-payment discount)
 - Cardiac monitors = \$35,000
 - Gear washers = \$3,500
 - Kress doors = \$3,000

Fund Balance: Total FY20 Budget \$3,525,831

Detailed budgets are going out May 24, 2019. Joe Miller will post a notice in the paper and a copy of the Budget FY2020 will be made available for the public's review at station 6. The Budget FY2020 will be on the agenda for approval at the June 27, 2019 meeting. There were questions, discussion and an explanation by Joe Miller on TORTS. Discussion was had on the revenue from the use of the Kress Road training facility as well as the revenue from trainings.

- b) **Resolution 2019-R-02.** A Resolution authorizing the promotion of qualified candidates by the Board of Fire Commissioners.

Chief Tanner explained that with the upcoming retirement of a Battalion Chief as of June 8, 2019, a promotion to Battalion Chief and a promotion to Lieutenant will be needed., as well as the hiring of one firefighter/paramedic. A ceremony will be held on Friday, June 7th.

Trustee Usedom made a motion to approve **Resolution 2019-R-02.** A Resolution authorizing the promotion of qualified candidates by the Board of Fire Commissioners. The motion was seconded by Trustee Murphy. Roll call showed.

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

Motion passed 5 – 0.

- c) **Ordinance 2019-O-01.** An update to the Spiller Pays Ordinance.

Attorney Miller explained the Spiller Pays Ordinance to the Board.

Trustee Usedom made a motion to approve **Ordinance 2019-O-01.** An update to the Spiller Pays Ordinance. 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.

OLD BUSINESS: None.

MISCELLANEOUS: None.

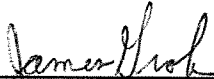
OPEN TO THE PUBLIC: President Bratcher welcomed John Nelson from Dupage County.

ATTORNEY COMMENTS: Joe Miller discussed Senate Bill 37 – requiring a contribution to a primary employer pension fund for work performed at a secondary employer. Miller suggested that the Pension Fund attorney develop a plan if passed.

CLOSED SESION: None needed.

ADJOURNMENT: A motion was made by Trustee Murphy and seconded by Trustee Gagliardi to adjourn. Motion passed. Meeting adjourned at 7:50 p.m.

The Next Regular Board Meeting will be at 7:00 p.m. on Thursday, June 27, 2019



James Grobe Secretary

