

**Minutes of the July 25, 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 Jim Grobe, Trustee Pat Murphy and Trustee Steve Usedom in attendance. Also present was attorney Joseph Miller, Chief Pat Tanner, Accountant James Howard and Administrative Assistant Joy Edminson. Others present: Battalion Chief Jeff Keefe, Lieutenant Ric Ciszewski and Firefighter/Paramedic Greg Zudis.

Trustee Anthony Gagliardi was absent. Assistant Chief Tim Leidig joined the meeting at 7:08 p.m.

APPROVAL OF MINUTES:

Minutes of the Regular Meeting held on June 27, 2019 were reviewed. One (1) change was noted under Financial Reports – James Howard was in attendance via phone.

Trustee Murphy made a motion to accept the minutes as revised, 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 one (1) month ending June 30, 2019. Presentation included District revenues, expenditures and investments.

Revenue Highlights (8% of Budget Year)

- 41% of Total Budget
- Collected \$3,786,127 of Property Taxes (50.1% of budget)
(1st Major Installment for DuPage County)
- Collected \$34,309 of Ambulance Fees (6.3% of budget)
- Collected \$40,605 from Airport Authority (8.6% of budget)

Expenditure Highlights (8% of Budget Year)

- 7.9% of Total Budget
- Operating Expenditures at 7.5% of budget
 - Health Insurance 2 of 12 Payments
- Salaries & Wages at 6.2% of budget
- Debt Service & Capital Expenditures (10.4% of Budget)
 - Debt Principal & Interest Payment = \$153,369

Ending Fund Balance (8% of Budget Year)

- Total Actual \$7,038,675

Investments: Total \$6,433,228

No questions on the report.

Trustee Bratcher announced that the account payables for the District for the period of June 28, 2019 through July 25, 2019 totaled \$442,682.38 and payroll for the District as of July 25, 2019 was \$399,792.72. Trustee Usedom made a motion to approve the total amount of expenditures for the District of \$842,475.10. The motion was seconded by Trustee Murphy. Roll call vote showed:

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

Motion passed 4 – 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:** Chief Tanner shared that there will be a Mass Casualty drill in August. Plans are also being made for Active Shooter Drills in the schools.
 - iii. **Fire Prevention and Education:** Fire Marshal Joe Buenrostro prepared the Construction Up-Date report for 06/24/2019 to 07/23/2019.
 - iv. **Fire Suppression and Training:** Chief Tanner reported that the new firefighter/paramedic completed his two weeks of days and is now on his one-year probationary period.
 - v. **Building/Equipment/Fleet/Capital Improvement:** No report.
- d. **Commissioners and Community Liaison:** No report.

UNION LOCAL 3970: Lt. Ric Ciszewski reported that there will be a West Chicago Police vs. Fire softball game on Sunday July 28th at Reed-Keppler Park followed by a fund raiser at Hawthorne’s Backyard Grill. All proceeds to benefit the Law Enforcement

torch run for Special Olympics Illinois. Ciszewski also reported that a Wing Cookoff will be hosted at Hawthorne's Backyard Grill on August 31st.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

- a) **Purchase of 2 Getac K120 replacement ruggedized mobile computers in an amount not to exceed \$6,000.**

Chief Tanner explained that with the new CAD software, two replacement mobile computers are needed (one will go into the Tender and one in Squad). These are military grade, temperature regulating and come with a 3-year warranty.

Trustee Murphy made a motion to approve of the purchase of 2 Getac K120 replacement ruggedized mobile computers in an amount not to exceed \$6,000. The motion was seconded by Trustee Grobe. Roll call vote showed:

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

Motion passed 4 – 0.

- b) **Purchase of 1 Defibrillator from Zoll Medical Corporation in the amount of \$28,176.88.** Chief Tanner shared that \$30,000 was budgeted and Joe Miller explained the new exceptions for Bidding.

Trustee Usedom made a motion to approve of the purchase of 1 Defibrillator from Zoll Medical Corporation in the amount of \$28,176.88. The motion was seconded by Trustee Grobe. Roll call vote showed:

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

- c) **Purchase of 6 recliners for the fire stations not to exceed \$6,000.** Chief Tanner explained to the Board that 12 recliners total will be purchased six for station 5 and six for station 7 with the Foreign Fire Insurance Board (2% Board) paying for half. The Chief explained what the Foreign Fire Insurance Board does for WCFPD firefighters.

Trustee Murphy made a motion to approve of the purchase of 6 recliners for the fire stations from La-Z-Boy Furniture Galleries in an amount not to exceed \$6,000. The motion was seconded by Trustee Usedom. Roll call showed.

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

Motion passed 4 – 0.

OLD BUSINESS: None.

MISCELLANEOUS: Chief Tanner shared the passing of York Center Fire Protection District Trustee Bill Cizek.


OPEN TO THE PUBLIC: None.

ATTORNEY COMMENTS: Joe Miller shared that the District's auditor, Knutte, was taken over by Sikich. Miller shared that the WCFPD pension fund will also be using Sikich as it's auditor but that the Pension Fund's audit will be kept separate from the District.

CLOSED SESION: None needed.

ADJOURNMENT: A motion was made by Trustee Murphy and seconded by Trustee Grobe to adjourn. Motion passed. Meeting adjourned at 7:37 p.m.

The Next Regular Board Meeting will be at 7:00 p.m. on Thursday, August 22, 2019



James Grobe Secretary