

**Minutes of the December 17, 2015
Special 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~~ ^{Special} Meeting was called to order at 7:00 p.m. by President Dave Janaes with Trustee Charles Bratcher, Trustee Bonnie Gagliardi and Trustee Jim Grobe present. Also present was Attorney Joe Miller, Chief Pat Tanner, Assistant Chief Tim Leidig, Accountant James Howard from Governmental Accounting and Administrative Assistant Joy Edminson. Trustee Pat Murphy was absent.

President Janaes called a minute of silence for the passing of retired Firefighter Joe Zipprich on December 15, 2015 and for the fallen Chicago Firefighter, Daniel Caupano.

President Janaes appointed Trustee Bratcher as acting Treasurer.

Minutes of the Special Meeting held on November 19, 2015 were reviewed. Trustee Bratcher made a motion to accept the minutes as written, the motion was seconded by Trustee Grobe, motion passed.

Minutes of the Closed Session held on November 19, 2015 were reviewed. Trustee Gagliardi made a motion to accept the minutes as written, the motion was seconded by Trustee Grobe, motion passed.

Closed minutes will not be released at this time.

James Howard gave a Power Point presentation on the Financial Analysis for the six (6) months ended November 30, 2015. Hard copy included with Minutes. No questions from the Board.

The Financial Report/Chart of Accounts ending November 30, 2015 and the Accounts Payable of \$632,364.45 and Payroll of \$417,281.41 for November 20, 2015 through December 17, 2015 totaling \$1,049,645.86 were presented. Trustee Bratcher made a motion to accept the Financial Reports as presented, Trustee Gagliardi seconded. Roll call vote showed:

Trustee Bratcher - Aye	Trustee Gagliardi - Aye
Trustee Grobe - Aye	Trustee Janaes - Aye

Motion passed 4 – 0.

COMMITTEE REPORTS:

INTERGOVERNMENTAL Chief Tanner reported that the DuPage Airport Authority will meet after the holidays regarding the IGA.

No updates on Prairie Landings Project at this time.

FINANCIAL/ PLANNING: Chief Tanner handed out a First Rough Draft of the Strategic Plan for WCFPD. Tanner went through the draft with the Board. The Plan is a collaborative effort put together by the Officers, Chief and Assistant Chief with officers also bringing input from the members. Chief Tanner pointed out the Mission Statement, Slogan and Core Values as well as explaining the Areas/Topics of the 5 Year Plan Goals.

Battalion Chief Wade Johnson joined the meeting at 7:15 p.m..

The Chief hopes to have the Final Draft published in January 2016. Trustee Janaes recommended that the Board review the Plan and come back at the January Trustee's Meeting to discuss.

ADMINISTRATION: Chief Tanner showed the Board his new Badge. The newly designed Badges were ordered for all members as well as the Board and Commissioners. Some of the badges came in with errors and are being redone, at that time all the badges will be distributed. The Foreign Fire Board's 2% Fund is covering the cost for these badges.

The Board received a copy of a letter written by Lt. Jeff Keefe regarding an incident on December 12, 2015. The letter describes the fine job by all members responding to the accident requiring extrication. The patient was extricated rapidly due to the training and professional experience of the Tower 6 crew and with concerted effort, Medic 7's crew saved the patient's life.

EQUIPMENT/ CAPITAL IMPROVEMENT: Chief Tanner informed the Board that in January he will be taking a closer look into the Fleet costs.

Chief Tanner informed the Board that the DuPage Airport Authority is going to buy a second vehicle; they are in the bidding process at this time. This second vehicle will most likely require a second Firefighter staffed at the airport.

DIVISIONAL REPORTS:

FIRE PREVENTION: Nothing at this time.

COMPUTERS: The Chief informed the Board that the Mobile Computers are all in and that he is doing some testing on them, all vehicles will soon have this Surface 3 Mobile Computer.

COMMISSIONERS/ COMMUNITY LIAISON: The Commissioners met with Attorney Joe Miller regarding amending the Commissioner's Rules & Regulations. There are a few more amendments to be made so another meeting between the Commissioners and Joe Miller will take place soon.

Trustee Janaes reported that the November and December's Coffee with the Mayor was held on December 12th due to the Holidays. Janaes reported that the Mayor spoke about two new possible companies coming to West Chicago.

UNION LOCAL 3970: None at this time.

UNFINISHED BUSINESS: None at this time.

NEW BUSINESS: The Board reviewed proposed Ordinance #2015-O-10.

Trustee Grobe made a motion to approve Ordinance #2015-O-10, An Ordinance Levying and Assessing Taxes of West Chicago Fire Protection District DuPage County, Illinois for 2015. The motion was seconded by Trustee Bratcher. Roll call showed:

Trustee Grobe - Aye
Trustee Gagliardi - Aye

Trustee Bratcher - Aye
Trustee Janaes - Aye

Motion passed 4 – 0.

Resolution #2015-R-10, A Resolution Authorizing the West Chicago Fire Protection District to Enter into an Intergovernmental/Lease Agreement with the City of West Chicago will be readdressed after the Closed Session.

The Board reviewed the 2015 District Audit conducted by Knutte and Associates. Attorney Miller explained the Audit from a lawyer's point of view, Miller feels it is a good audit. Accountant James Howard said it is a strong audit with clean opinion. James discussed the Pension Fund GASB for 2015.

Motion to approve the 2015 Audit prepared by Knutte and Associates was made by Trustee Gagliardi and seconded by Trustee Bratcher. Roll call showed:

Trustee Gagliardi - Aye
Trustee Grobe - Aye

Trustee Bratcher - Aye
Trustee Janaes - Aye

Motion passed 4 – 0.

Discussion on the services of Knutte and Associates was held. Accountant Howard gave a favorable opinion on working with Knutte & Associates.

Trustee Bratcher made a motion to extend the current (3) three year contract with Knutte and Associates for Audit services. The motion was seconded by Trustee Grobe. Roll call showed:

Trustee Bratcher - Aye
Trustee Gagliardi - Aye

Trustee Grobe - Aye
Trustee Janaes - Aye

Motion passed 4 – 0.

OLD BUSINESS: None at this time.

MISCELLANEOUS: None at this time.

OPEN TO THE PUBLIC: None at this time.

ATTORNEY COMMENTS: Joe Miller discussed the Amendment to Medicaid starting in 2016, the District has already submitted paperwork to be in compliance.

CLOSED SESSION: At 7:51 p.m., Trustee Gagliardi made a motion to enter into closed session to discuss the sale or lease of real property for the use of the District, including whether a particular parcel should be acquired, the discussion concerning the setting of a price for sale or lease of property owned by the District and the discussion concerning the employment, compensation and benefits of a specific employee of the District. The motion was seconded by Trustee Grobe. Motion passed.

Reconvened to Open Session at 8:16p.m.

POSSIBLE ACTION ON CLOSED SESSION: Trustee Bratcher made a motion to approve Resolution #2015-R-10, A Resolution Authorizing the West Chicago Fire Protection District to Enter into an Intergovernmental/Lease Agreement with the City of West Chicago, seconded by Trustee Gagliardi. Roll call showed:

Trustee Bratcher - Aye
Trustee Grobe - Aye

Trustee Gagliardi - Aye
Trustee Janaes - Aye

Motion passed 4 – 0.

ADJOURNMENT: Motion was made by Trustee Grobe and seconded by Trustee Gagliardi to adjourn. Motion passed. Meeting adjourned at 8:17 p.m.

Next Meeting is Thursday, January 28, 2016 at 7:00 p.m.

Respectfully submitted by,


Jim Grobe
Secretary