

**Minutes of the January 28, 2021
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**

The Regular Meeting was called to order at 7:00 p.m. by President Charles Bratcher with Trustee Anthony Gagliardi, Trustee Jim Grobe, and Trustee Steve Usedom in attendance. Also present was Chief Pat Tanner and Assistant Chief Tim Leidig, Attorneys Joe Miller and Ryan Morton from Ottosen Dinolfo Hasenbalg & Castaldo LTD., and Administrative Assistant Joy Edminson. *Accountant James Howard of Governmental Accounting joined the meeting via phone.*

Others in attendance: BC Wade Johnson, BC Jeff Keefe, Lt. Mike Buenrostro, Lt. Jason Day, Lt. Ken Zahara, and firefighter/paramedics Todd Baseggio, Mike Buenrostro Jr., Scott Hamlin, Tim Latas, Brendan O'Leary, Ryan Olmstead, Mike Newman, Frank Smogur, and Greg Zudis.

PUBLIC COMMENTS: None

APPROVAL OF MINUTES:

Minutes of the Regular Meeting held on December 17, 2020 were reviewed.

Trustee Usedom made a motion to accept the minutes as written, the motion was seconded by Trustee Grobe. Roll call vote showed:

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

Motion passed 4 ayes

FINANCIAL REPORTS:

James Howard from Governmental Accounting presented the Financial Analysis for the 7 months ended December 31, 2020.

Revenue Highlights (58% of Budget Year)

- 98% of Total Budget (excluding internal transfers)
- Collected \$7,620,761 of Property Taxes (99.0% of budget)
(1st and 2nd Major Installments for DuPage County)
- Collected \$435,865 of Ambulance Fees (80.0% of budget)
- Collected \$271,110 from Airport Authority (57.7% of budget)

Expenditure Highlights (58% of Budget Year)

- 57.0% of Total Budget
- Operating Expenditures at 57.5% of budget
 - Health Insurance 6 of 12 Payments
- Salaries & Wages at 59.5% of budget
- Debt Service & Capital Expenditures (63.2% of Budget)
 - Debt Principal & Interest Payment = \$686,888
 - Office Furniture = \$28,245
 - Drone Equipment = \$2,818
 - 2014 Ford Explorer + Sirens/Lights = \$20,964
 - Kitchen Stove = \$8,583
 - New Engine Equipment = \$5,384

Ending Fund Balance (58% of Budget Year)

- Total Actual \$6,817,871
- Fund Balance as % of Total Expenditures = 123%

Investments: Total \$6,341,163

No questions from the Board.

Trustee Bratcher announced that the account payables for the District for the period of December 17, 2020 through January 28, 2021 totaled \$276,714.42 and payroll for the District as of January 28, 2021 was \$467,321.60. Trustee Usedom made a motion to approve the total amount of expenditures for the District of \$744,036.02, seconded by Trustee Gagliardi. Roll call vote showed.

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

Motion passed 4 ayes.

COMMITTEE REPORTS:

- a. **Intergovernmental:** No report.
- b. **Finance/Planning:** No report.
- c. **Divisional Reports:**

Administration: No report

Emergency Medical Services: Chief Tanner shared that EMS is doing well and that funds secured from grants are helping to offset Covid-19 expenses.

Fire Prevention and Education: Chief Tanner shared the 2020 Annual Reports prepared by FM Buenrostro showing the following results:

- 2020 Bureau Activity Breakdown
- 2019 Fire Safety inspection numbers by month
 - Total Inspections Due = 1512
 - Total Inspections Done = 623
- 2019/2020 Fire Safety inspections comparisons

Fire Suppression and Training: No report.

Building/Equipment/Fleet/Capital Improvement: Chief Tanner informed the Board of the following: capital is pared-down this year; the new engine is now in service; one engine will exit fleet soon; and there is a sharing agreement for vehicles with the Alliance. Discussion had on insurance responsibilities when sharing a vehicle.

d. Commissioners and Community Liaison:

- **Promotion of Firefighter Brian Jankowski to Lieutenant:**
Firefighter Brian Jankowski was promoted to Lieutenant on October 31, 2020. A swearing-in ceremony took place in October 2020.
- **Hiring of new Firefighter from the current eligibility list:**
The WCFPD Board of Commissioners recommended Candidate Andrew Wright be offered the full-time vacancy of firefighter/paramedic. The District sent a letter to Andrew Wright on January 19, 2021 extending a formal offer of full-time employment with the WCFPD to begin Monday, February 8, 2021.

UNION LOCAL 3970: Union president, Scott Hamlin, shared some of what Local 3970 and the District have been up to.

- Adopted a family at Christmas
- Successful rescue of woman and her dog that fell through ice in December
- January 24, 2021 - rescued a resident in peril and transported to hospital in critical condition
- January 24, 2021 – water rescue/recovery
- Attested that continued trainings were responsible for the successes
- 13 members tested positive for COVID-19 to date

Union secretary, Mike Buenrostro Jr., shared that Local 3970 purchased six custom blankets for the Vic Youngberg family as well as gift cards for the grandchildren. Buenrostro read a thank you letter from Robin Youngberg.

President Bratcher thanked local 3970 and all WCFPD members for the great job they are all doing.

UNFINISHED BUSINESS: No report

NEW BUSINESS:

- a) **Adoption of Ordinance 2021-O-01. An Ordinance authorizing an Intergovernmental Agreement for the abatement of certain properties by the West Chicago Fire District. Scannell Properties, 555 innovation Drive.**

Attorney Joe Miller and Chief Tanner explained the abatement ordinance and the benefits to both the West Chicago Community as well as the WCFPD.

A motion was made by Trustee Gagliardi to approve the adoption of **Ordinance 2021-O-01**. An Ordinance authorizing an Intergovernmental Agreement for the abatement of certain properties by the West Chicago Fire District. Scannell Properties, 555 innovation Drive. Motion was seconded by Trustee Grobe.

Roll call vote showed:

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

Motion passed 4 ayes.

- a) **Adoption of Ordinance 2021-O-02. An Ordinance authorizing an Intergovernmental Agreement for the abatement of certain properties by the West Chicago Fire District. Greco/Derosa Properties, 2595 Enterprise Drive.**

No questions or discussion.

A motion was made by Trustee Grobe to approve the adoption of **Ordinance 2021-O-02**. An Ordinance authorizing an Intergovernmental Agreement for the abatement of certain properties by the West Chicago Fire District. Greco/Derosa Properties, 2595 Enterprise Drive. Motion was seconded by Trustee Gagliardi.

Roll call vote showed:

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

Motion passed 4 ayes

OLD BUSINESS: Question if the annexing of certain territory pursuant to 70 ILCS 705/16d (Kautz Road properties) has been completed. Chief Tanner shared that the Kautz Road properties are now in WCFPD's response area.

MISCELLANEOUS: None.

ATTORNEY COMMENTS: Attorney Joe Miller shared that there is need to go into closed session.

CLOSED SESION: A motion was made by Trustee Usedom and seconded by Trustee Gagliardi to go into closed session at 7:30 p.m. for the discussion concerning the appointment, employment, compensation and benefits of specific employees of the District.

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

Motion passed 4 ayes.


After taking no action in closed session, the meeting reconvened to Regular Open Session at 8:01 p.m. In attendance when reconvened were Trustee Bratcher, Trustee Gagliardi, Trustee Grobe, Trustee Usedom, Chief Tanner, Assistant Chief Tim Leidig and Attorneys Joe Miller and Ryan Morton.

POSSIBLE ACTION ON CLOSED SESSION: Trustee Usedom asked if the Board needs to appoint a treasurer. Chief Tanner shared that he called DuPage County Board Chair Dan Cronin's office and they said the appointment of a fifth member would happen in February or March. Attorney Miller informed the Board that there is no rush to name someone treasurer until budget time. Trustee Bratcher pointed out that the Pension Fund Board needs a treasurer. Miller explained that the treasurer of the Pension Board does not need to be a member of the District Board.

Trustee Gagliardi motioned for Trustee Usedom to serve as temporary treasurer of the Pension Board until a new Pension Board member is appointed. Seconded by Trustee Grobe. Motion passed 4-0.

ADJOURNMENT: A motion was made by Trustee Gagliardi and seconded by Trustee Grobe to adjourn. Motion passed. Meeting adjourned at 8:08 p.m.

The Next Board Meeting will be at 7:00 p.m. on Thursday, February 25, 2021.


James Grobe Secretary

