

**Minutes of the March 24, 2022
Regular Meeting of the Board of Trustees of the
West Chicago Fire Protection District
Meeting held at
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 Jim Grobe, Steve Usedom (via phone) and Ruben Campos in attendance. Also present were BC Jeff Keefe, BC Wade Johnson, Lt. Ric Ciszewski, Lt. Jason Day, Lt. Ken Zahara, Firefighters Frank Smogur, Mike Newman, Jason Morrow, Lou Carre, Mike Buenrostro Jr., Mike Buenrostro Sr., Melissa Medeiros, John Falduto, Edward Lavin, Accountant James Howard (via phone) Attorney Joe Miller, and Administrative Assistant Kimberly Lezza.

PUBLIC COMMENT:

There was no public comment heard during this meeting.

GUEST SPEAKERS:

John Falduto from Sawyer Falduto Asset Management provided the District's Quarterly Investment Performance Report. Mr. Falduto gave a brief explanation on how the market works. When interest rates increase, the value of the bonds decrease. Discussion will take place to decide how often Falduto Sawyer should come to meetings to present.

APPROVAL OF MINUTES:

Minutes of the Regular Meeting held on February 24, 2022 were reviewed. Trustee Grobe made a motion to accept the minutes as written, the motion was seconded by Trustee Campos, and the motion passed by a unanimous vote.

Minutes of the Closed Session held on January 27, 2022 were reviewed. Trustee Campos made a motion to accept the minutes as written, the motion was seconded by Trustee Grobe, and the motion passed by unanimous vote.

Trustee Campos inquired about reviewing our closed session minutes. Attorney Joe Miller stated that the District should do a semi-annual review of the closed session minutes that have not been released. Chief Tanner said we will do a look back to see if there are any minutes that have not been released. These will be reviewed in closed session at the next meeting.

FINANCIAL REPORTS:

Accountant James Howard presented the financial report for the period ending March 24, 2022.

Trustee Usedom asked if we could cap the CPI. Attorney Joe Miller stated that that is a Board decision, but cautioned that if we do cap, we will never recapture that money.

Trustee Usedom also asked what dollar amount in retro pay is going to be now that the Union contract has been ratified and how that was going to affect the remaining budget. Accountant James stated that the budget has a built-in increase for this reason. He will provide a dollar amount once his staff complete the calculations.

Trustee Bratcher announced that the account payables for the District for the period of February 24, 2022 through March 24, 2022 totaled \$273,354.76. Trustee Bratcher also announced that the payroll for the District as of March 24, 2022 was \$420,678.28. Trustee Usedom made a motion to approve the total amount of expenditures for the District of \$694,033.04. The motion was seconded by Trustee Campos. Roll call vote showed:

Trustee Campos- Aye

Trustee Bratcher – Aye

Trustee Usedom – Aye

Trustee Grobe - Aye

Motion passed 4 – 0.

GEMT PRESENTATION:

Accountant James Howard provided a GEMT Program Overview PowerPoint presentation.

Chief Tanner added that we have received the Naperville Study and in the next couple of months we will review the District's ambulance billing fees.

COMMITTEE REPORTS:

a. Financial/Planning

Chief Tanner stated that James Howard is working on the budget spreadsheets. The budget process will start next week.

b. Divisional Reports:

- **Administration – Fire Marshal Position**

Chief Tanner informed the Board that Fire Marshal Joe Buenrostro will be retiring at the end of April, so he will be conducting interviews on March 30, 2022. Out of the 5 applicants, 2 have been called back to be interviewed.

- **Emergency Medical Services**

To be discussed under new business

- **Fleet**

None

- **Building and Grounds**

Assistant Chief Leidig stated that the station painting has been completed. Summer clean-up will begin at the stations and Kress.

c. Commissioners – Update on new hires

Assistant Chief Leidig stated that the District's second new hire is finishing up his background check and then will complete his physical. He does not need to go through the academy, but will need to give a 2 weeks' notice to current employer. Possible start date of April 18, 2022.

NEW BUSINESS:

- a. Motion to approve the purchase of replacement 4 Fortinet FG60-F Security/Firewall appliances from Leading IT, Woodstock, Illinois in an amount not to exceed \$6,000.

Trustee Usedom made a motion to approve the purchase of replacement 4 Fortinet FG60-F Security/Firewall appliances from Leading IT, Woodstock, Illinois not to exceed \$6,000. Motion seconded by Trustee Campos. Roll call showed:

Trustee Campos- Aye

Trustee Bratcher – Aye

Trustee Usedom – Aye

Trustee Grobe - Aye

Motion passed 4 – 0.

- b. Motion to purchase the remaining replacement office furniture for the Assistant Chief and Fire Marshal offices from K-Log, Kenosha, Illinois in the amount not to exceed \$17,864.

- e. Ordinance 2022-O-02. An Ordinance amending 2016-O-03 providing the salary and compensation of the non-collective bargaining unit employees of the West Chicago Fire Protection District.

Chief Tanner stated that there was one correction that Trustee Campos pointed out. The civilian Fire Marshal salaries for years 2022, 2023 and 2024.

Trustee Usedom made a motion to approve an Ordinance amending 2016-0-03 providing the salary and compensation of the non-collective bargaining unit employees of the West Chicago Fire Protection District. Roll call showed:

Trustee Campos- Aye Trustee Bratcher – Aye Trustee Usedom – Aye

Trustee Grobe – Aye

Motion passed 4-0

OLD BUSINESS:

- a. Discussion/Approval of a Professional Services Agreement with B&F Construction Code Service Inc. to provide Fire Inspection Services, 6 hours a day, 2 days a week, for the West Chicago Fire Protection District.

Chief Tanner provided statistics on inspections between 2020 and 2021. He would like to do a hybrid with our 7G inspectors and B&F inspector until can get our inspections caught up. Will re-evaluate in 3 months.

Trustee Grobe made a motion to approve the Professional Services Agreement with B&F Construction Code Services, Inc. to provide Fire Inspection Services, 6 hours a day, 2 days a week, for the West Chicago Fire Protection District. Motion seconded by Trustee Campos. Roll call showed:

Trustee Campos- Aye Trustee Bratcher – Aye Trustee Usedom – No

Trustee Grobe – Aye

Motion passed 3-1

MISCELLANEOUS:

Trustee Grobe inquired about the Advanced Trustee Training. Attorney Joe Miller stated that the IAFFPD Conference will be held in June. He will have Michelle from his office forward more information.

ATTORNEY COMMENTS: No report.

ADJOURNMENT: Motion was made by Trustee Campos and seconded by Trustee Grobe to adjourn. Motion passed. Meeting adjourned at 8:23 p.m.

Charles Bratcher President

James Grobe Secretary