

**Minutes of the March 25, 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**

Opened meeting with the Pledge of Allegiance.

The Regular Meeting was called to order at 7:00 p.m. by President Charles Bratcher (via conference call) with Trustee Ruben Campos, Trustee Jim Grobe, and Trustee Steve Usedom in attendance. Also present was Chief Pat Tanner and Assistant Chief Tim Leidig, Attorney Joe Miller from Ottosen Dinolfo Hasenbalg & Castaldo LTD., and Administrative Assistant Joy Edminson. *Trustee Anthony Gagliardi was absent.*

Others in attendance: BC Jeff Buccola and Lt. Rick Ciszewski.

PUBLIC COMMENTS: None.

APPROVAL OF MINUTES:

February 25, 2021 minutes will be on Agenda for the April BOT meeting.

FINANCIAL REPORTS:

James Howard from Governmental Accounting was not present. Hard copies of the Financial Analysis for the 9 months ended February 28, 2021 were included in Board packets. Report showed the following:

Revenue Highlights (75% of Budget Year)

- 102% of Total Budget (excluding internal transfers)
- Collected \$7,667,970 of Property Taxes (99.8% of budget)
(1st and 2nd Major Installments for DuPage County)
- Collected \$583,493 of Ambulance Fees (107.1% of budget)
- Collected \$348,576 from Airport Authority (74.2% of budget)

Expenditure Highlights (75% of Budget Year)

- 75.3% of Total Budget
- Operating Expenditures at 75.6% of budget
 - Health Insurance 9 of 12 Payments
- Salaries & Wages at 76.3% of budget
- Debt Service & Capital Expenditures (82.9% of Budget)
 - Debt Principal & Interest Payment = \$860,434
 - Office Furniture = \$28,245

- Station 7 Heater = \$27,800
- 2014 Ford Explorer + Sirens/Lights = \$20,964
- Kitchen Stove = \$8,583

Ending Fund Balance (75% of Budget Year)

- Total Actual \$5,473,605
- Fund Balance as % of Total Expenditures = 75%

Investments: Total \$4,997,391

Discussion and questions from the Board: Trustee Grobe commented that the Kress Road Academy income is amazing. Trustee Grobe questioned the equipment totals for expenditures of \$62,121. Chief Tanner will investigate and will email the Board his findings.

Trustee Bratcher announced that the account payables for the District for the period of February 26, 2021 through March 25, 2021 totaled \$288,198.72 and payroll for the District as of March 25, 2021 was \$429,850.47. Trustee Usedom made a motion to approve the total amount of expenditures for the District of \$718,049.19, seconded by Trustee Campos. Roll call vote showed.

Trustee Usedom – Aye	Trustee Campos – Aye
Trustee Grobe – Aye	Trustee Bratcher – Aye

Motion passed 4 ayes.

COMMITTEE REPORTS:

- a. **Finance/Planning:** Chief Tanner reported that the preliminary budget for the 2021/2022 budget year will be presented at the April BOT meeting.

- b. **Divisional Reports:**

Administration: Chief Tanner reported that the District transitioned to ImageTrend on March 2, 2021 and the transition went smoothly. ImageTrend is the new cloud based National Fire Incident Reporting software approved at the February 2021 BOT meeting.

Emergency Medical Services: No report

Fire Prevention and Education: Chief Tanner shared that the in-person Alliance trainings started back up March 1, 2021.

Fire Suppression and Training: No report

Building/Equipment/Fleet/Capital Improvement: Chief Tanner reported that the new engine needs to go back to Louisiana for repairs due to issues with the F-Shield. Repairs will be under warranty. No date has been set; the repairs will take two weeks. The reserve engine is in good shape to temporarily replace.

UNION LOCAL 3970: Lt. Ciszewski reported that things are going well with Local 3970 negotiations with Chief Tanner. Lt. Ciszewski also reported that the Special Olympics polar plunge fundraiser held in March, was a success.

UNFINISHED BUSINESS: No report

NEW BUSINESS:

- a) **Motion to enter into an agreement with Top Quality Roofing & Siding to repair/replace gutters at Station 7 in an amount not to exceed \$8,750.00.**

Chief Tanner explained the need for repairs/replacement of gutters at station 7 due to hail damage and recent snow damage. Board questioned if insurance would cover damages. The Chief explained that insurance denied the claim, stating it was a result of age of building.

Trustee Grobe made a motion to enter into an **agreement with Top Quality Roofing & Siding to repair/replace gutters at Station 7 in an amount not to exceed \$8,750.00**, seconded by Trustee Usedom. Roll call vote showed:

Trustee Grobe – Aye	Trustee Usedom – Aye
Trustee Campos – Aye	Trustee Bratcher – Aye

Motion passed 4 ayes.

OLD BUSINESS: None

MISCELLANEOUS: None

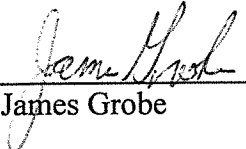
ATTORNEY COMMENTS: Attorney Joe Miller shared that Ryan Morton was absent due to the birth of his second daughter.

CLOSED SESSION: None needed

POSSIBLE ACTION ON CLOSED SESSION: No action taken.

ADJOURNMENT: A motion was made by Trustee Campos and seconded by Trustee Grobe to adjourn. Motion passed. Meeting adjourned at 7:16 p.m.

The Next Board Meeting will be at 7:00 p.m. on Thursday, April 22, 2021.



James Grobe Secretary