

WARRENVILLE FIRE PROTECTION DISTRICT

Minutes of Trustee Meeting January 18, 2017

The Board of Trustees met at Headquarters Station. President Pro tem Bill Mennell called the meeting to order at 17:00 hours.

PLEDGE OF ALLEGIANCE

The meeting started with a salute to the flag.

ROLL CALL

Present for the meeting were Secretary Bill Mennell, Treasurer Pete Sterenberg, Chief Dennis Rogers Jr., Assistant Chief Dave Kruzil, and Recording Secretary Beth Fairbanks. Guests were Fire Marshal Lee Westrom, Lt Eric Ermer, Priscilla Jezuit, Jeff Carstens, Terese Krafcheck, Marge Leonard and Kate Perkins. Guests left at closed session. Absent were Trustee Amy Winchell and Assistant Chief Jamie Clark.

APPROVAL OF AGENDA

Sterenberg moved to accept the agenda and move the closed session to the end of the meeting; Mennell seconded.

2 ayes, 1 absent MOTION CARRIED

VISITOR'S COMMENTS

Kate Perkins noted that a few months back Trustee Sterenberg asked if there were any legal issues with leaving DuComm; Chief was going to do some research to get the answer. Kate wanted to follow up, wondering if any information had been found regarding any legal impediments leaving DuComm. Chief responded noting that it is not only a DuComm issue but also a DuPage ETSB issue, not necessarily a legal issue (no case laws and it is the interpretation of laws) and rather a political issue that includes DuComm, ETSB organizations and PSAPs (Public Safety Access Points). AC Kruzil explained quite a bit of the history on this issue and both Chief and AC stated that the most important thing is improving service delivery to the citizens of the Fire District. Chief assured her that the District is following everything by the rules with this situation.

APPROVAL OF MINUTES

Sterenberg moved to accept the regular meeting of December 21, 2016 as presented. Mennell seconded.

2 ayes, 1 absent MOTION CARRIED

FINANCIAL REPORTS

Chief reported for the month of December, the Tax revenue was \$27,769.83 and the Ambulance billing brought in \$26,230.72 and the Fire Bureau brought in \$2,310.00

Chief highlighted two of the major disbursements: MES Municipal Emergency was for bunker gear (which is budgeted for) and Warrenville Ace Hardware was for a new grill (which will come out of the 2% fund-Foreign Fire Tax).

This month the Cash Activity Report included a Beginning Cash Balance of \$2,552,075.38, Revenues of \$63,541.14 and Expenses of \$427,269.96. The ending cash balance was \$2,188,346.56. The Cash Activity Report is part of the minutes.

There is 33.4% left in the budget: Legal is about \$8,000 over because of personnel and union issues; Maintenance is over because of Engine 12 repairs and the uniform budget is over because of new personnel uniforms. These funds are going to be dealt with in the proposed amended budget with a few other funds that are necessary to adjust.

Mennell moved and Sterenberg seconded acceptance of the monthly accounting reports; they are approved and hereby ratified.

ROLL CALL:

Mennell – AYE

Sterenberg – AYE

Winchell - ABSENT

MOTION CARRIED

APPROVAL OF BILLS

None.

OTHER FINANCE

Chief mentioned that the proposed amended budget should be ready for next meeting. He is meeting with the accountant tomorrow.

CHIEF'S REPORT

Chief's report was accepted as presented. It highlighted the 2016 year end review: he presented information regarding 6 structure fires; 4 major vehicle extrications at the scene of auto accidents; auto aid and mutual aid given and received – noting that having this aid sustains a good working relationship with neighboring fire departments and keeps our constituents safer; there is a committee to investigate injuries to firefighters and a safety officer at all major incidents to keep injuries to a minimum; and finally Chief wanted to commend Lt. Jeff Simmons on responding to the most calls this past year – he is a very good asset to the Fire District.

Chief updated the Trustees regarding Naperville and the “Dropping the Borders Program” stating that overall Naperville FD and Warrenville FPD are working out of their “comfort zones” and putting citizens first, to stream line and improve service delivery. Things are going well.

TRUSTEES

Fairbanks reported that the certification of ballot has been sent to the DuPage County Election Commission for the Trustee election in April.

ATTORNEY

None.

BUILDINGS

AC Kruzil is contracting with Ed Jarnell to work on building improvements: interior and exterior doors, more insulation in the attic and replacing 3 windows in the training tower. Chief noted that the Station roof is in need of replacement, as it is 20 years old. There is a leak in the bay. Hopefully the roof can be replaced this year or next; it could be about \$100,000.

EQUIPMENT

Chief noted that Engine 12 is still out of service getting the pump replaced and then today AC Kruzil received information that there are more things that need to be fixed.

Chief mentioned that at the next Trustee meeting, he will be requesting funds to purchase 28 new SCBA units for about \$200,000. For the past few years the District has attempted to get grants to purchase new SCBAs, but have not received the grants. Replacement of the SCBAs is necessary and is a safety issue. The money will come from Capital.

PERSONNEL

Chief mentioned the negotiations with the FF Union (IAFF #5036) are progressing well and hopefully within 2 months the contract will be complete.

Jamie Leonard will be sworn in at the Firefighters' General meeting tonight as a POC Lieutenant.

There was an email received from Jerry Brown's Attorney this afternoon with a counter offer regarding the PSEBA situation. After a discussion in closed session, the Trustees asked Chief to communicate with and direct Attorney Shawn Flaherty to pursue an offer with a specific date to be completed.

Chief reported that the newest fulltime firefighter /medic Michael Vaughn started on January 14, 2017

CLOSED SESSION

Mennell moved to go into closed to discuss personnel in accordance with 5ILCS 120/2(c)1, Sterenberg seconded.

ROLL CALL

Mennell – AYE

Sterenberg – AYE

Winchell - ABSENT

MOTION CARRIED

Closed session ended at 18:02 hours

FIRE BUREAU

The report from the Fire Bureau was accepted. Fire Marshal Westrom noted this year has been a learning curve on receiving all the data for the Fire Bureau and Pub Ed in the electronic system. This next year will have more consistent reporting procedures and therefore will get more accurate information. FM Westrom stated he is pursuing fundraising

early in the year for Pub Ed. He is hopeful for a large gift card from Target and looking for funds from Jewel, Sams and Aldi.

Mennell asked how the program for installing smoke detectors was going/ Westrom responded that he is receiving more and more requests. The goal is for every home in the District to have detectors installed. Currently he is focusing on Senior citizens.

Westrom is pursuing the File of Life program for District residents. Chief Medic Nelson is helping him get the forms at no cost. Mennell recommended contacting Milton Township SALT Committee.

NEW BUSINESS

Lt Eric Ermer presented a FIAT/SWAT/TEMS report. FIAT is comprised of 18 municipalities who are involved with high risk operations. TEMS: 1) are a group of medics who give medical support in a hot zone; (Warrenville has 2 medics involved in the program – himself and FF/Medic Tosto; 2) these teams are on the cutting edge for EMS; 3) Warrenville received state certification in May 2016; 4) this is a very active specialty team which is getting busier and busier; 5) training is limited to 95 hours each year for each medic involved; 6) it is a combined effort with medical and tactical expenses between FIAT and WFPD.

Mennell asked how the medics get called out for a call – Ermer responded that the Lombard Dispatch authorizes the calls, then the “on call” SWAT Commander uses the I AM RESPONDING program to call out medics that are available. AC Kruzil commended Ermer on his passion and leadership with the program.

UNFINISHED BUSINESS OR MISCELLANEOUS BUSINESS

Mennell moved to approved Resolution 17-01 2017 WARRENVILLE FIRE PROTECTION DISTRICT HOLIDAY SCHEDULE AMENDED. This resolution notes that January 1st, December 24th and December 25th will be observed on those actual days by shift personnel instead of when the office observes those holidays, Sterenberg seconded.

2 ayes, 1 absent MOTION CARRIED

Resolution 17-01 will replace Resolution 16-04.

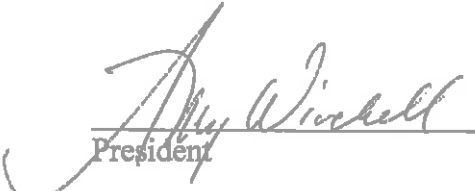
ADJOURNMENT

At 18:04 hours Sterenberg moved to adjourn the meeting and Mennell seconded.

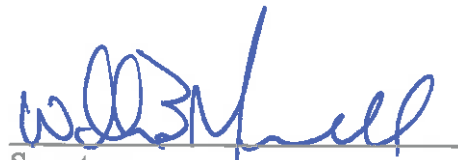
2 ayes, 1 absent MOTION CARRIED

Those present at the end of the meeting were Secretary Bill Mennell, Treasurer Pete Sterenberg, Chief Dennis Rogers Jr., Assistant Chief Dave Kruzil and Recording Secretary Beth Fairbanks.

The meeting adjourned at 1804 hours.



President



Secretary

**Warrenville Fire Protection District
Cash Activity
December 2016**

Beginning Cash Balance		2,552,075.38
Revenues:		
Receipts from the Monthly Receipts report	62,604.76	
MB Credit Card Reward	-	
Interest Income and Unrealized Gain (Loss) on MB Investment account	732.29	
Interest Income MB Money Market account	204.09	
Total Revenues	<u>63,541.14</u>	63,541.14
Expenses:		
Vendor checks from the Check Register report	(152,390.30)	
Payroll disbursements and fees from the Precision payroll reports	(268,784.45)	
Auto Disbursements	(5,904.98)	
Bank fee MB Checking Account	(24.92)	
Bank Fee SBT Account	(20.00)	
Bank fee MB Investment account	(145.31)	
Total Expenses	<u>(427,269.96)</u>	(427,269.96)
Ending Cash Balance		<u>2,188,346.56</u>