

WARRENVILLE FIRE PROTECTION DISTRICT

Minutes of Trustee Meeting February 15, 2017

The Board of Trustees met at Headquarters Station. President Amy Winchell 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 President Amy Winchell, Secretary Bill Mennell, Treasurer Pete Sterenberg, Chief Dennis Rogers Jr., Assistant Chief Jamie Clark, Attorney Shawn Flaherty (leaving at 17:40 hours) and Recording Secretary Beth Fairbanks. Guests were Fire Marshal Lee Westrom (arriving after closed session), Lt Jeff Fiene, FF Nic Tosto, Jeff Carstens, Rick Divelbiss, Terese Krafcheck, Kate Perkins, Denise Pertell and Randy Price. Guests left during closed session. Chief Mark Puknatis from Naperville arrived after closed session and left at 1740 hours. Absent was Assistant Chief Dave Kruzil.

APPROVAL OF AGENDA

Mennell moved to accept the agenda; Sterenberg seconded.

3 ayes, MOTION CARRIED

VISITOR'S COMMENTS

Randy Price's comments are noted during the discussion regarding DuPage ESTB and Naperville ESTB.

APPROVAL OF MINUTES

Mennell moved to accept the regular meeting and closed meeting of January 18, 2017 as presented. Sterenberg seconded

2 ayes, 1 abstain MOTION CARRIED

Mennell moved to accept the Special meeting of February 2, 2017 as presented. Sterenberg seconded.

3 ayes, MOTION CARRIED

FINANCIAL REPORTS

Chief reported for the month of January, the Tax Revenue was \$4,585, the Ambulance billing brought in \$30,832 and the Fire Bureau brought in \$8,399

Chief highlighted some major disbursements: Quarterly payment to DuComm (next year the payment will be increased by 6% - there also will be an additional charge because of the new building. There will be a savings of \$15,000 per year if the District is dispatched by Naperville instead of DuComm); Edwards Occupational Health is for annual physicals (fulltime firefighters get a physical every year, POCs are on a 3 year rotation for a physical); Ottosen

Brtiz, et al is for personnel issues and union negotiations; TransAmerica Retirement is for VEBA (the District saves money by having the fulltime personnel use 96 hours of sick time, vacation or comp-time for this health savings account); Illinois Fire Chiefs' Association is for a class for POC Officers.

This month the Cash Activity Report included a Beginning Cash Balance of \$2,188,346.56, Revenues of \$66,104.37 and Expenses of \$258,101.88. The ending cash balance was \$1,996,349.05. The Cash Activity Report is part of the minutes.

There is 25% left in the budget. The budget amendment will balance out the accounts. No money was transferred from the capital portion of the budget.

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

ROLL CALL:

Mennell – AYE

Sterenberg – AYE

Winchell - AYE

MOTION CARRIED

APPROVAL OF BILLS

None.

OTHER FINANCE

Chief presented Ordinance 17-01, the proposed amended budget for FY2016-2017. Chief worked with the accountant from Sikich to prepare the amended budget. Sternberg directed Fairbanks to have it displayed at the fire station and the website and also publish that there will be a Public Hearing at the March meeting.

Metro Paramedic Services Contract was presented and there is a .68% increase from last year; the negotiated annual amount is \$466,830.00. Mennell moved to accept the Annual Metro Paramedic Personnel Services Contract for 2017-2018 correcting the title of the Trustees to be Winchell as the President. Sterenberg seconded.

ROLL CALL:

Mennell – AYE

Sterenberg – AYE

Winchell - AYE

MOTION CARRIED

CHIEF'S REPORT

Chief's report was accepted as presented. Comments are throughout minutes.

Chief Rogers and Chief Puknatis, of Naperville FD, updated the Trustees regarding Naperville and the "Dropping the Borders Program" Chief mentioned that he gave a presentation to the DuPage ESTB Board regarding the request to move from DuComm PSAP to Naperville PSAP. Warrenville and Naperville have put together a response plan highlighting 3 things: 1) to look at all resources and take the closest unit to the call location; 2) a station alerting system that is quick and simultaneous and 3) a communication system that will work in favor of dispatching

(call handling). Warrenville wants to be dispatched from Naperville as the response time of call handling is much faster. Randy Price was recognized to speak and noted that there is a difference between the call transfer/call handling and the response time from the station to the scene. Chief Puknatis noted that this program is not a financial benefit to Naperville but helps the citizens of both communities. This program could be a model for other communities to follow. Attorney Flaherty noted that it is a great opportunity but there are 2 issues that may not make it possible: 1) the political obstacle – DuComm has to let the District go and 2) a legal hurdle with an IGA (InterGovernmental Agreement) with Naperville and Warrenville regarding indemnification.

TRUSTEES

President Winchell appointed Beth Fairbanks as Warrenville Firefighters Pension Trustee for a 3 year term (until 2020).

The Appreciation Dinner was well attended.

Mennell reported that at the Trustee meeting in April, a lottery will be held to determine the terms of each new Elected Trustee. Chief will order new IAFPD handbooks for the new Trustees.

ATTORNEY

Attorney Flaherty's comments are noted throughout the meeting.

BUILDINGS

None.

EQUIPMENT

Chief reported that the Illinois Public Risk Fund (IPRF) grant awarded \$8,100 which was used to purchase a new Bullard Thermal Imaging Camera and command board to be used during incident command.

PERSONNEL

Chief mentioned the negotiations with the FF Union (IAFF #5036) are progressing well and hopefully next month a contract will be complete.

There was settlement with Jerry Brown regarding the PSEBA situation presented to the Trustees in closed session. Sterenberg moved to approve the settlement between Jerry Brown and the Fire District. Mennell seconded.

ROLL CALL:

Mennell – AYE

Sterenberg – AYE

Winchell - AYE

MOTION CARRIED

CLOSED SESSION

Mennell moved to go into closed session at 17:03 hours to discuss personnel in accordance with 5ILCS 120/2(c)1, potential litigation in accordance with 5ILCS 120/2(c)11, and collective negotiating matters in accordance with 5 ILCS 120/2(c)(2). Sterenberg seconded.

ROLL CALL

Mennell – AYE

Sterenberg – AYE

Winchell - AYE

MOTION CARRIED

Closed session ended at 17:17 hours

FIRE BUREAU

The report from the Fire Bureau was accepted. Fire Marshal Westrom noted the Fire Bureau received a \$250 gift card from Target to be used for PubEd. Westrom reported that he attends a monthly meeting at DuComm with other Fire Marshals – there has been discussion that every fire alarm within the system will be required to go wireless instead of being monitored through a land line within 18-24 months.

NEW BUSINESS

None.

UNFINISHED BUSINESS OR MISCELLANEOUS BUSINESS

There will be a “Meet the Fire Trustee Candidates” event on Saturday, March 11, 2017, 10AM – Noon at the Fire Station.

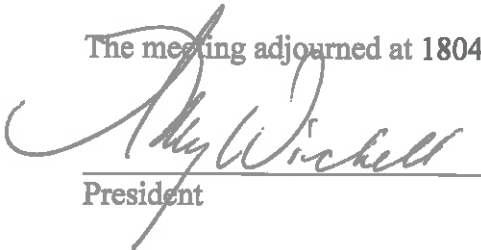
ADJOURNMENT

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

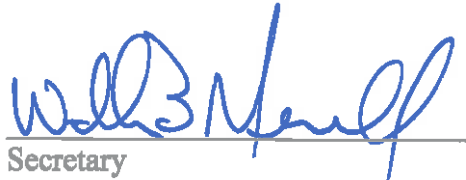
3 ayes, **MOTION CARRIED**

Those present at the end of the meeting were President Amy Winchell, Secretary Bill Mennell, Treasurer Pete Sterenberg, Chief Dennis Rogers Jr., Assistant Chief Jamie Clark, Recording Secretary Beth Fairbanks, Fire Marshal Lee Westrom, Lt Jeff Fiene, FF Nic Tosto, Jeff Carstens, Rick Divelbiss, Terese Krafcheck, Kate Perkins, Denise Pertell and Randy Price

The meeting adjourned at 1804 hours.



President



Secretary

**Warrenville Fire Protection District
Cash Activity
January 2017**

Beginning Cash Balance		2,188,346.56
Revenues:		
Receipts from the Monthly Receipts report	65,407.48	
MB Credit Card Reward		
Interest Income and Unrealized Gain (Loss) on MB Investment account	516.88	
Interest Income MB Money Market account	180.01	
Total Revenues	<u> </u>	66,104.37
Expenses:		
Vendor checks from the Check Register report	(140,727.63)	
Payroll disbursements and fees from the Precision payroll reports	(112,637.52)	
Auto Disbursements	(4,509.93)	
Bank fee MB Checking Account	(61.30)	
Bank Fee SBT Account	(20.00)	
Bank fee MB Investment account	(145.50)	
Total Expenses	<u> </u>	(258,101.88)
Ending Cash Balance		<u>1,996,349.05</u>