

WARRENVILLE FIRE PROTECTION DISTRICT
AGENDA FOR TRUSTEE BOARD MEETING
December 21, 2022
5:00 PM
3S472 Batavia Road, Warrenville, IL 60555

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

4. APPROVE AGENDA

5. PUBLIC COMMENTS

6. ROUTINE BUSINESS

- a) Approval of Minutes (11/16, 11/29)
- b) Financial Reports
- c) Approval of Bills
- d) Other Finance
 - 1. Status update for long-term financial analysis
- e) Closed Session
 - 1. Collective negotiating matters

7. COMMUNICATIONS

- a) Fire Chief's Report
- b) Trustees
- c) Firefighters' Appreciation
- d) Attorney
- e) Logistics Report
- f) Training Report
- g) EMS Report
- h) Apparatus Report
- i) Fire Bureau Report
- j) Personnel

8. UNFINISHED BUSINESS

9. NEW BUSINESS

- a) Approve IGA with DuPage County ETSB for interoperable emergency dispatch radio system
- b) Discuss adoption of a credit card acceptance policy
- c) Approve old HP printer as surplus equipment
- d) Approve out-of-service fire hose as surplus equipment
- e) Approve obsolete laptop and desktop computers as surplus equipment

10. ADJOURN

**WARRENVILLE FIRE PROTECTION DISTRICT
3S472 Batavia Road, Warrenville, IL 60555**

**Minutes of Trustee Meeting
November 16, 2022**

CALL TO ORDER

President Perkins called the meeting to order at 1700 hours.

PLEDGE OF ALLEGIANCE

The meeting started with the pledge of allegiance to the flag.

ROLL CALL

Present for the meeting were President Kate Perkins, Treasurer Denise Pertell, Secretary Jeff Carstens, Trustee Randy Price, Trustee Joe Rogers, Fire Chief Andy Dina, Assistant Chief Joe Levy, Financial Analyst Amber Nadeau (left at 1720 hours, returned at 1743 hours), and Administrative Assistant Jenna Reavy (left at 1720 hours, returned at 1743 hours).

Guests were Fire Marshall Carl Voda (left at 1720 hours, returned at 1743 hours), Captain Nic Tosto (arrived at 1701 hours, left at 1720 hours, returned at 1743 hours), Lieutenant Matt Banaszek (left at 1720 hours, returned at 1745 hours), and Lieutenant Mike Vaughn (arrived at 1701 hours, left at 1715 hours).

APPROVAL OF AGENDA

A motion was made by Trustee Carstens, seconded by Trustee Pertell, to approve the agenda as presented.

5 AYES MOTION CARRIED

PUBLIC COMMENTS

None.

APPROVAL OF MINUTES

A motion was made by Trustee Price, seconded by Trustee Carstens, to approve the regular minutes of the regular meeting on October 19, 2022.

5 AYES MOTION CARRIED

A motion was made by Trustee Price, seconded by Trustee Pertell, to approve the closed session minutes of the regular meeting on October 19, 2022 as amended.

5 AYES MOTION CARRIED

FINANCIAL REPORTS

Chief Dina presented the financial reports. The "Total Cash" from the Summary of Cash report is equal to the "Ending Cash Balance" on the Cash Activity Report. The Cash Activity Report included a beginning cash balance of \$5,692,059.65 and an ending cash balance of \$5,829,662.96 as recorded in the October 2022 financial reports.

Chief Dina noted the October ambulance revenues were about \$73,000. This is lower than previous months but still higher than expected.

The Fire Prevention Bureau was able to get some outstanding fees paid. There are about 7-10 payments (totaling \$5,000) that still need to be collected.

Chief Dina informed the Board about upcoming bills to be paid. There was a saw purchased using grant money received from the Illinois American Water. There will be a new UPS battery backup purchased for the server room, which was recommended by NTIVA. There is an EMS tablet with Windows 7 that needs to be replaced to a Windows 10 system. An MDC computer with mount and charger will get purchased for one of the engines. The pre-plan software, Flow MSP, will get purchased with a prorated amount for the year.

Trustee Pertell asked why the District receives a refund for workers comp. Chief Dina explained that the District pays based on the payroll, so there is an adjustment at the end of each policy year that gets refunded or charged to the District.

Trustee Pertell asked how the ambulance standby billing is done. Chief Dina said it is charged based on the hours and number of days.

A motion was made by Trustee Pertell, seconded by Trustee Carstens, to accept the monthly accounting reports. The reports are approved and hereby ratified.

ROLL CALL:
Carstens – AYE
Perkins – AYE
Pertell – AYE
Price – AYE
Rogers – AYE
MOTION CARRIED

APPROVAL OF BILLS

None.

OTHER FINANCE

Financial Analyst Nadeau provided an update for the financial analysis. An updated draft of the financial analysis was emailed to the Trustee Board for review. Financial Analyst Nadeau noted that she went through every cell and formula in the spreadsheet and corrected the additional calculation errors that she found. The Trustee Board thanked her for her diligence to ensure the analysis is accurate. President Perkins requested an updated capital plan. The Trustee Board discussed having Sikich provide the District a credit for the amount of work District staff had to do to correct the spreadsheet. The Trustee Board will review the draft document and forward any questions to Admin staff.

CLOSED SESSION

At 1720 hours, a motion was made by Trustee Pertell, seconded by Trustee Price, to go into closed session to discuss personnel matters in accordance with 5 ILCS 120/2(c)(1).

5 AYES MOTION CARRIED

Financial Analyst Nadeau, Administrative Assistant Reavy, and the guests left during the closed session.

Closed session ended at 1743 hours.

FIRE CHIEF'S REPORT

Chief Dina reported there were 168 calls for service in the month of October 2022, which included 117 EMS calls and 51 fire and rescue calls.

Chief Dina reported there were no significant incidents for October 2022.

Warrenville Fire Protection District personnel participated in the following events: DuPage Forest Preserve Danada Fall Fest, School District 200 Cross Country meet at St. James Farm, and North Central College Cross Country meet at St. James Farm.

We held an open house on October 5th. It was a great success with at least 400 attendees.

Chief Dina was nominated for 1st Vice President of Metropolitan Fire Chiefs.

Crews have been training at two houses that were donated prior to being torn down. Both homes were in Warrenville Fire Protection District area of Wheaton.

Fire administration met with a representative from the Attorney General's office to ensure that we are compensating military personnel in accordance with the Uniformed Services Employment and Reemployment Rights Act (USERRA).

Fire administration members met with Illinois Public Risk Fund (IPRF) Loss Control Consultant to review our semi-annual loss control data.

Fire Administration and Fire Operations members attended the Illinois Fire Safety Alliance Fire Prevention Week Luncheon in Woodridge.

We are currently working on a new recruitment and retention initiative that could change the way the fire service looks at hiring and training new members. We are looking at a model that the school district is using to retain teachers. There are some tweaks that need to be made to fit our District.

Warrenville Fire sent a ladder truck to the silent parade in Downers Grove.

The Fire Buffs of Illinois met in Warrenville to photograph our suppression vehicles.

Chief Dina attended the Illinois Fire Chiefs Association annual conference and MABAS Executive Board Meeting.

Chief Dina inspected a fireworks display at Arrowhead Country Club.

The District hosted a candlelight vigil in our fire station for the son of a retired firefighter.

Crews attended the Outreach Warrenville Quest Fest at Grace Church of DuPage.

Assistant Chief Levy attended the MidAmerican Pension Conference in Oakbrook, IL.

Crews visited several Trunk or Treat festivals throughout the District in October.

Crews attended Bower Bike to School Day.

On November 26, the Firefighter's Auxiliary will be decorating the station tree.

In January, there will be a badge pinning ceremony for three members coming off probation.

In January, there will be a walkout ceremony for Lt Judd Weber who recently announced his retirement.

There will be a holiday party at the fire station on December 4.

There are two memorial services coming up for Declin Ermer, the son of a retired firefighter.

President Perkins asked about the status of the SAFER grant for hiring three people. Chief Dina explained the District has not received anything yet, but the grant is not closed. There was more money added to the pool. It looks like it will be closed in November or December.

TRUSTEES

Trustee Pertell noted there is a tree decorating event on November 26. In addition, there will be a free pancake breakfast at Trinity Church that morning. The Firefighter's Auxiliary will be decorating the station tree that day as well.

FIREFIGHTERS' APPRECIATION

Chief Dina said Admin staff are working on gift ideas and a DJ.

ATTORNEY

Chief Dina said he updated and sent the cadet waiver and retention policies to the attorney.

BUILDINGS

Captain Tosto presented the Logistics Report. Quotes are being collected for the training room carpet and a proposal will be made to the Foreign Fire Board. The warranty for the training room TV does not cover physical damage so we are looking to see if it can be repaired.

TRAINING

Assistant Chief Levy presented the Training Report. There were 1,240 training hours in October.

EMS

Assistant Chief Levy presented the EMS Report.

EQUIPMENT

Assistant Chief Levy presented the Monthly Apparatus Operating Cost Report.

FIRE BUREAU

Fire Marshal Voda presented the Fire Bureau Report. He highlighted the turnout for the Open House event.

Financial Analyst Nadeau is researching electronic invoicing and accepting credit card payments. The goal is to have it setup beginning in January.

Chief Dina said Administrative Assistant and Fire Marshal Voda are looking at the Fire Prevention fees and ordinances to possibly increase fees.

PERSONNEL

FF/PM Jamilla Jackson has returned from military deployment as of today. She has up to 90 days of military benefit leave to use before returning to work here.

UNFINISHED BUSINESS

None.

NEW BUSINESS

Chief Dina presented Ordinance 22-04 and provided some background. The agreement was last updated in 1988 and a small amendment in 2014. It has improved language regarding reimbursement and federal agencies, such as Fermilab and Argonne, can participate. The attorney for the District has reviewed it and recommended the Board adopt it.

A motion was made by Trustee Price, seconded by Trustee Pertell, to approve Ordinance 22-04, INTERGOVERNMENTAL AGREEMENT FOR PARTICIPATION IN THE MUTUAL AID BOX ALARM SYSTEM.

ROLL CALL:

Carstens – AYE

Perkins – AYE

Pertell – AYE

Price – AYE

Rogers – AYE

MOTION CARRIED

A motion was made by Trustee Pertell, seconded by Trustee Carstens, to approve Resolution 22-04, TRUSTEE MEETING SCHEDULE FOR 2023.

ROLL CALL:
Carstens – AYE
Perkins – AYE
Pertell – AYE
Price – AYE
Rogers – AYE
MOTION CARRIED

The Trustee Board discussed the holiday schedule for 2023. Trustee Pertell asked if Emancipation Day on June 19th should be included. The Trustee Board decided to leave the resolution as-is.

A motion was made by Trustee Price, seconded by Trustee Rogers, to approve Resolution 22-05, HOLIDAY SCHEDULE FOR 2023.

ROLL CALL:
Carstens – AYE
Perkins – AYE
Pertell – AYE
Price – AYE
Rogers – AYE
MOTION CARRIED

The Trustee Board reviewed the IPRF loss control report. Chief Dina said the District has a new rep that has been great. Some of the recommendations are being reviewed with the Safety Committee. There are other recommendations that are being reviewed by the Chiefs. Our rep said our District has been doing good considering our District size. The IPRF grant will likely be less than last year due to the increased claims.

ADJOURNMENT

At 1821 hours, a motion was made by Trustee Carstens, seconded by Trustee Rogers, to adjourn the meeting.

5 AYES MOTION CARRIED

Present at the end of the meeting were President Kate Perkins, Treasurer Denise Pertell, Secretary Jeff Carstens, Trustee Randy Price, Trustee Joe Rogers, Fire Chief Andy Dina, Assistant Chief Joe Levy, Financial Analyst Amber Nadeau, and Administrative Assistant Jenna Reavy.

Guests present at the end of the meeting were Fire Marshal Carl Voda, Captain Nic Tosto, and Lieutenant Matt Banaszek.

The meeting adjourned at 1821 hours.

President

Secretary

**WARRENVILLE FIRE PROTECTION DISTRICT
3S472 Batavia Road, Warrenville, IL 60555**

**Minutes of Trustee Meeting
November 29, 2022**

CALL TO ORDER

President Perkins called the meeting to order at 1700 hours.

PLEDGE OF ALLEGIANCE

The meeting started with the pledge of allegiance to the flag.

ROLL CALL

Present for the meeting were President Kate Perkins, Treasurer Denise Pertell, Secretary Jeff Carstens, Trustee Joe Rogers, Fire Chief Andy Dina, Assistant Chief Joe Levy, and Financial Analyst Amber Nadeau.

APPROVAL OF AGENDA

A motion was made by Trustee Carstens, seconded by Trustee Rogers, to approve the agenda as presented.

4 AYES 1 ABSENT MOTION CARRIED

PUBLIC COMMENTS

There were no comments from the public.

President Perkins said she spoke with the attorney for the District regarding the financial analysis and collective bargaining matters. The attorney noted that closed session discussions should be limited to collective bargaining matters and that any general discussion on the financial analysis should be done in open session.

President Perkins provided a general outlook on the financial analysis. The ambulance revenue is doing much better than budgeted, but it might not continue at that pace. Contractual services is on track to be under budget. The Fire Bureau revenue is underperforming, while the state replacement tax revenue is doing better than budgeted. Overall, it appears there may be almost an additional \$300,000 unspent at the end of the fiscal year over what is shown in the budget.

CLOSED SESSION

At 1711 hours, a motion was made by Trustee Pertell, seconded by Trustee Rogers, to go into closed session to discuss personnel matters and collective negotiating matters in accordance with 5 ILCS 120/2(c)(1) and 5 ILCS 120/2(c)(2).

4 AYES 1 ABSENT MOTION CARRIED

Closed session ended at 1748 hours.

UNFINISHED BUSINESS

Trustee Rogers spoke about how cutting teams or related expenses could cause surrounding communities to get upset and they may not help us when needed.

Chief Dina noted that things that cost the most are related to personnel, vehicles, and buildings. President Perkins estimated that about 65% of the budget is spent on Personal Services. There was a discussion about how cutting some of these items could affect the ISO rating. Chief Dina said there are future plans to go from three engines down to two engines. There was a discussion about part-time employees and the savings from not having all full-time personnel.

The Trustee Board looked through the FY23 budget and determined there is not extra padding in the budget. The budget vs. expenses report from the October financials was also reviewed.

CLOSED SESSION

At 1806 hours, a motion was made by Trustee Carstens, seconded by Trustee Pertell, to go into closed session to discuss collective negotiating matters in accordance with 5 ILCS 120/2(c)(2).

4 AYES 1 ABSENT MOTION CARRIED

Closed session ended at 1828 hours.

PERSONNEL

None.

NEW BUSINESS

None.

ADJOURNMENT

At 1829 hours, a motion was made by Trustee Carstens, seconded by Trustee Pertell, to adjourn the meeting.

4 AYES 1 ABSENT MOTION CARRIED

Present at the end of the meeting were President Kate Perkins, Treasurer Denise Pertell, Secretary Jeff Carstens, Trustee Joe Rogers, Fire Chief Andy Dina, Assistant Chief Joe Levy, and Financial Analyst Amber Nadeau.

The meeting adjourned at 1829 hours.

President

Secretary

Warrenville Fire Protection District
Cash Activity
November 2022

Beginning Cash Balance		5,829,662.96
Revenues:		
Receipts from the Monthly Receipts report	129,616.61	
5/3 Credit Card Reward	-	
Interest Income and Gain (Loss) on 5/3 Investment account	4,180.35	
Interest Income 5/3 Money Market account	2,282.33	
Foreign Fire Revenues	-	
Total Revenues		136,079.29
Expenses:		
Vendor checks from the Check Register report	(25,062.12)	
Payroll disbursements and fees from the Precision payroll reports	(172,989.10)	
Auto Disbursements	(171,119.88)	
Foreign Fire Disbursements	(873.96)	
Foreign Fire Disbursements Paid on 5/3 Credit Card and reimbursed to District	873.96	
Bank fee 5/3 Checking Account	-	
Bank fee 5/3 Investment Account	(148.89)	
Bank fee Hinsdale Lockbox Account	-	
Bank fee Money Market	(10.00)	
Paramedic Billing Fee	(3,034.39)	
Total Expenses		<u>(372,364.38)</u>
Ending Cash Balance		<u><u>5,593,377.87</u></u>
Bank Account Balances at month end:		
* Fifth-Third Checking		2,143,331.54
Fifth-Third Money Market		2,919,765.01
Fifth-Third Trust Investment		453,122.46
Fifth-Third Lockbox Checking		-
Hinsdale Bank and Trust Co Lockbox		-
Fifth Third Foreign Fire Tax		77,158.86
		<u><u>5,593,377.87</u></u>

* Note: The Fifth-Third Checking account balance displayed represents the general ledger balance not the bank balance. There are reconciling items such as outstanding checks and deposits in transit at month end.

Warrenville Fire Protection District
Summary of Cash
November 30, 2022

ASSETS

Corporate Fund

Fifth-Third Checking Pooled	\$ 1,810,108.77	
Fifth-Third Money Market	1,818,025.58	
Fifth-Third Pooled Trust Inves	555,177.43	
Fifth-Third Pooled Trust MTMkt	(102,054.97)	
Total Corporate Fund		4,081,256.81

Audit Fund

Fifth-Third Checking Pooled	11,880.42	
Total Audit Fund		11,880.42

Liability Insurance Fund

Fifth-Third Checking Pooled	35,424.04	
Total Liability Insurance Fund		35,424.04

Workers Compensation Fund

Fifth-Third Checking Pooled	112,909.00	
Total Workers Compensation Fund		112,909.00

Foreign Fire Fund

Fifth-Third Foreign Fire Tax	77,158.86	
Total Foreign Fire Fund		77,158.86

Capital Projects Fund

Fifth-Third Pooled Checking	173,009.31	
Fifth-Third Money Market	1,101,739.43	
Total Capital Projects Fund		1,274,748.74

Total Cash	\$	5,593,377.87
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Warrenville Fire Protection District
Account Reconciliation
As of Nov 30, 2022
01-00-1000-00 - Fifth-Third Pooled Checking
Bank Statement Date: November 30, 2022

Filter Criteria includes: Report is printed in Detail Format.

Beginning GL Balance		2,478,571.01
Add: Cash Receipts		33,057.67
Less: Cash Disbursements		(196,599.21)
Add (Less) Other		(171,697.93)
Ending GL Balance		<u>2,143,331.54</u>
Ending Bank Balance		2,148,629.88
Add back deposits in transit		
Total deposits in transit		
(Less) outstanding checks		
Oct 31, 2022 10975	(100.00)	
Nov 17, 2022 10982	(151.00)	
Nov 17, 2022 10984	(1,731.00)	
Nov 17, 2022 10986	(151.00)	
Nov 17, 2022 10987	(750.00)	
Nov 28, 2022 10991	(665.25)	
Nov 28, 2022 10992	(273.12)	
Nov 28, 2022 10993	(473.93)	
Nov 28, 2022 10994	(1,003.04)	
Total outstanding checks		(5,298.34)
Add (Less) Other		
Total other		
Unreconciled difference		<u>0.00</u>
Ending GL Balance		<u><u>2,143,331.54</u></u>

Warrenville Fire Protection District
Monthly Receipts
For the Period From Nov 1, 2022 to Nov 30, 2022

Filter Criteria includes: Report order is by Check Date. Report is printed in Detail Format.

Date	Account ID	Transactio	Line Description	Debit Amnt	Credit Am
11/10/2	10-00-4000-00	11102022	Property Tax-Corporate		9,094.60
	10-00-4000-00		Property Tax-Corporate		6,038.64
	30-00-4000-00		Property Tax-Audit		59.30
	40-00-4000-00		Property Tax-Liability Insur		184.89
	50-00-4000-00		Property Tax-Work Comp		941.90
	10-00-4050-00		Property Tax - Corp Emer&Rescu		1,586.58
	10-00-4050-00		Property Tax - Corp Emer&Rescu		1,057.72
	01-00-1000-00		DuPage County Treasurer	18,963.63	
11/21/2	10-00-4350-00	45063	Fire Recovery - Corp		3,406.11
	01-00-1000-00		Fire Recovery USA LLC	3,406.11	
11/21/2	10-01-6770-00	10312022	Reim Client Relations Fund 10 - Sales tax reim from Levy		3.71
	01-00-1000-00		Cash Miscellaneous	3.71	
11/21/2	10-00-4250-20	000162197	FMR-Plan Review Corp FP22-67		450.00
	01-00-1000-00		Wheaton Park District	450.00	
11/21/2	10-00-4250-20	22833	FMR-Plan Review Corp FP22-53		554.80
	01-00-1000-00		C.L. Doucette, Inc.	554.80	
11/21/2	10-00-4250-20	101	FMR-Plan Review Corp FP22-45		120.00
	01-00-1000-00		Contech-MSI Co.	120.00	
11/21/2	10-00-4250-20	155475	FMR-Plan Review Corp FP22-72		340.00
	01-00-1000-00		Fox Valley Fire & Safety Co., Inc.	340.00	
11/21/2	10-00-4250-20	042229	FMR-Plan Review Corp FP22-64		220.00
	01-00-1000-00		The Pride Stores, Inc.	220.00	
11/28/2	10-00-4700-00	1672165	Miscellaneous-Corporate - Ambulance standby		300.00
	01-00-1000-00		North Central College	300.00	
11/28/2	10-00-4250-20	356	FMR-Plan Review Corp FP22-74		405.00
	01-00-1000-00		Philip Vail	405.00	
11/28/2	10-01-7100-00	897-002428	Office Supply Exp - Corp - Refund for overpayment check		210.00
	01-00-1000-00		#10923 Konica Minolta	210.00	
11/30/2	10-00-4310-00	11302022	Amb Billing Fund 10		11,118.81
	10-01-6115-00		Paramedic Bill Fee Fund 10	3,034.39	
	01-00-1000-00		Ambulance Deposits	8,084.42	
11/30/2	10-00-4310-00	11302022-1	Amb Billing Fund 10		93,524.55
	10-00-1031-00		Amb Deposits Fund 10	93,524.55	
				129,616.61	129,616.61

Warrenville Fire Protection District
Check Register
For the Period From Nov 1, 2022 to Nov 30, 2022

Filter Criteria includes: 1) Check Numbers from 10000 to 13000. Report order is by Check Number.

Payee	Check	Amount	Account ID	Account Description
Ace Hardware - Warrenville	10980	467.99	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
Illinois Public Risk Fund	10981	13,872.00	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
IL Secretary of State - Plate	10982	151.00	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
City of Warrenville	10983	465.55	10-00-2000-00 10-00-2000-00 01-00-1000-00	Accounts Payable Accounts Payable Fifth-Third Pooled Checking
HealthLink HMO, Inc.	10984	1,731.00	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
IL Fire Service Admin Profe	10985	80.00	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
IL Secretary of State - Plate	10986	151.00	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
Lauterbach & Amen, LLP	10987	750.00	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
Nicor Gas	10988	788.74	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
Ntiva, Inc.	10989	2,200.00	10-00-2000-00 10-00-2000-00 01-00-1000-00	Accounts Payable Accounts Payable Fifth-Third Pooled Checking
Sikich, LLP - Accounting	10990	1,989.50	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
ComEd	10991	665.25	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
Konica Minolta Premier Fina	10992	273.12	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
Peerless Network, Inc.	10993	473.93	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
Pomp's Tire Service, Inc.	10994	1,003.04	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
	Total	25,062.12		

Warrenville Fire Protection District
Check Register
For the Period From Nov 1, 2022 to Nov 30, 2022

Filter Criteria includes: 1) Check Numbers from 170 to 800. Report order is by Check Number.

Payee	Check	Amount	Account ID	Account Description
Aflac	585	635.46	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
Blue Cross Blue Shield of Ill	586	21,945.38	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
Blue Cross Blue Shield of Ill	587	572.15	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
Guardian Dental Plan	588	894.73	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
IMRF - IL Municipal Retirem	589	1,572.85	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
Fifth Third Bank - Procurem	590	13,668.02	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
Fifth Third Bank	591	130,713.03	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
isolved HCM	592	1,118.26	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
	Total	171,119.88		

Warrenville Fire Protection District
Purchase Journal
For the Period From Nov 1, 2022 to Nov 30, 2022

Filter Criteria includes: 1) Includes Drop Shipments. Report order is by Vendor Name. Repo

Name	Date	Account ID	Account Description	Line Description	Debit	Credit
Ace Hardware - Warrenville	11/1/22	55-01-5150-00	Foreign Fire Tax	Griddle for Foreign Fire	467.99	
Ace Hardware - Warrenville	11/1/22	10-00-2000-00	Accounts Payable	Ace Hardware - Warrenville		467.99
Aflac	11/1/22	10-00-2160-00	Insurance - Aflac Payable	Accident insurance for October	635.46	
Aflac	11/1/22	10-00-2000-00	Accounts Payable	Aflac		635.46
Blue Cross Blue Shield of Illinois	11/1/22	10-01-5200-00	Insurance-Health	Health insurance for November	21,945.38	
Blue Cross Blue Shield of Illinois	11/1/22	10-00-2000-00	Accounts Payable	Blue Cross Blue Shield of Illinois		21,945.38
Blue Cross Blue Shield of Illinois	11/1/22	10-01-5200-05	Insurance-Vision	Vision insurance for November	147.47	
Blue Cross Blue Shield of Illinois	11/1/22	10-01-5200-20	Insurance-Life	Life insurance for November	424.68	
Blue Cross Blue Shield of Illinois	11/1/22	10-00-2000-00	Accounts Payable	Blue Cross Blue Shield of Illinois		572.15
City of Warrenville	11/1/22	10-01-7000-00	Motor Fuel	Shared fuel per IGA - 2022 July-Sept	105.75	
City of Warrenville	11/1/22	10-00-2000-00	Accounts Payable	City of Warrenville		105.75
City of Warrenville	11/10/22	10-01-6800-20	Utilities-Water	Water utility for 08/31-10/31	359.80	
City of Warrenville	11/10/22	10-00-2000-00	Accounts Payable	City of Warrenville		359.80
ComEd	11/11/22	10-01-6800-00	Utilities-Electric	Electricity services for 10/11-11/11	665.25	
ComEd	11/11/22	10-00-2000-00	Accounts Payable	ComEd		665.25
Fifth Third Bank	11/1/22	60-01-8015-00	Capital Outlay - Apparatus	Principal payment for 2020 Pierce Engine	111,652.59	
Fifth Third Bank	11/1/22	60-01-8015-00	Capital Outlay - Apparatus	Interest payment for 2020 Pierce Engine	19,060.44	
Fifth Third Bank	11/1/22	10-00-2000-00	Accounts Payable	Fifth Third Bank		130,713.03
Guardian Dental Plan	11/1/22	10-01-5200-10	Insurance-Dental	Dental insurance for November	894.73	
Guardian Dental Plan	11/1/22	10-00-2000-00	Accounts Payable	Guardian Dental Plan		894.73
HealthLink HMO, Inc.	11/17/22	10-01-6115-00	Ambulance Billing Fees	Refund for insurance claim overpayment	1,731.00	
HealthLink HMO, Inc.	11/17/22	10-00-2000-00	Accounts Payable	HealthLink HMO, Inc.		1,731.00
IL Fire Service Admin Professionals	11/17/22	10-01-6700-00	Training-Seminars/Lecture	Recognition luncheon for 2 people	80.00	
IL Fire Service Admin Professionals	11/17/22	10-00-2000-00	Accounts Payable	IL Fire Service Admin Professionals		80.00
IL Secretary of State - Plates	11/1/22	10-01-6520-08	Maint App - 2012 M0215 (M12)	Plate renewal for M12	151.00	
IL Secretary of State - Plates	11/1/22	10-00-2000-00	Accounts Payable	IL Secretary of State - Plates		151.00
IL Secretary of State - Plates	11/1/22	10-01-6520-23	Maint App - 2018 M3263 (M11)	Plate renewal for M11	151.00	
IL Secretary of State - Plates	11/1/22	10-00-2000-00	Accounts Payable	IL Secretary of State - Plates		151.00
Illinois Public Risk Fund	11/1/22	50-00-5400-00	Worker's Compensation Expense	Workers comp insurance for November	13,872.00	
Illinois Public Risk Fund	11/1/22	10-00-2000-00	Accounts Payable	Illinois Public Risk Fund		13,872.00
IMRF - IL Municipal Retirement Fund	11/1/22	10-00-2163-00	IMRF Payable - Employee	Employee pension contributions for October	500.91	
IMRF - IL Municipal Retirement Fund	11/1/22	10-01-5200-27	IMRF District Contribution	Employer pension contributions for October	1,071.94	
IMRF - IL Municipal Retirement Fund	11/1/22	10-00-2000-00	Accounts Payable	IMRF - IL Municipal Retirement Fund		1,572.85
isolved HCM	11/3/22	10-01-6045-00	Payroll Service Fee	Implementation fee for Nationwide connection	1,118.26	
isolved HCM	11/3/22	10-00-2000-00	Accounts Payable	isolved HCM		1,118.26
Konica Minolta Premier Finance	11/18/22	10-01-7100-00	Office Supplies	Copier lease and usage for 11/12-12/12	273.12	
Konica Minolta Premier Finance	11/18/22	10-00-2000-00	Accounts Payable	Konica Minolta Premier Finance		273.12
Lauterbach & Amen, LLP	11/1/22	10-01-6000-10	Accounting-Lauterbach & Amen	Actuarial 3-year projections	750.00	
Lauterbach & Amen, LLP	11/1/22	10-00-2000-00	Accounts Payable	Lauterbach & Amen, LLP		750.00
Nicor Gas	11/7/22	10-01-6800-10	Utilities-Gas	Gas utility for 10/06-10/07	788.74	
Nicor Gas	11/7/22	10-00-2000-00	Accounts Payable	Nicor Gas		788.74
Ntiva, Inc.	11/1/22	10-01-6600-10	IT Support Services	Installed replacement computer in Captain's office	500.00	
Ntiva, Inc.	11/1/22	10-00-2000-00	Accounts Payable	Ntiva, Inc.		500.00
Ntiva, Inc.	11/5/22	10-01-6600-10	IT Support Services	IT support services for November	1,700.00	
Ntiva, Inc.	11/5/22	10-00-2000-00	Accounts Payable	Ntiva, Inc.		1,700.00
Peerless Network, Inc.	11/15/22	10-01-6810-00	Telephone-Land Line	Phone service for 09/15-10/22	473.93	
Peerless Network, Inc.	11/15/22	10-00-2000-00	Accounts Payable	Peerless Network, Inc.		473.93
Pomp's Tire Service, Inc.	11/14/22	10-01-6520-24	Maint App - 2020 E1976 (E11)	New tire for E11	1,003.04	
Pomp's Tire Service, Inc.	11/14/22	10-00-2000-00	Accounts Payable	Pomp's Tire Service, Inc.		1,003.04
Sikich, LLP - Accounting	11/14/22	10-01-6000-00	Accounting-Sikich	Accounting services for October	1,989.50	
Sikich, LLP - Accounting	11/14/22	10-00-2000-00	Accounts Payable	Sikich, LLP - Accounting		1,989.50
					182,513.98	182,513.98

Warrenville Fire Protection District
Purchase Journal - Fifth Third Pro Card
For the Period From Nov 1, 2022 to Nov 30, 2022

Filter Criteria includes: 1) Vendor IDs: Fifth Third Pro Card; 2) Includes Drop Shipments. Report order is by Date. Report is printed in Detail Format.

Name	Date	Account ID	Account Description	Line Description	Trans Amount
Fifth Third Bank - Procurem	11/1/22	10-01-7300-00	Medical Supplies	Amazon - Velcro	19.88
		10-01-6520-08	Maint App - 2012 M0215 (M	Interstate Power Systems - Repair parts for M12	175.24
		10-01-6520-08	Maint App - 2012 M0215 (M	Interstate Power Systems - Door latch parts for M12	260.90
		10-01-6600-05	IT Computer Software	Zoom - Video conference fee for October	14.99
		10-01-6810-00	Telephone-Land Line	AT&T - Internet service for 09/07-10/06	382.92
		10-01-6600-05	IT Computer Software	Deneb Corporation - Email hosting fee for Octboer	536.75
		10-01-6810-00	Telephone-Land Line	AT&T - Station phone service for 09/07-10/06	730.00
		10-01-5300-00	Health & Wellness	Edward Occupational Health - Physicals	914.90
		10-01-7100-00	Office Supplies	Costco - Coffee	427.35
		10-01-7010-00	Operating Supplies	Family Pride - Laundry service lease for October	50.00
		10-01-6840-00	Cable	Comcast - Cable TV service for 09/15-10/14	56.53
		10-01-6520-08	Maint App - 2012 M0215 (M	Kammes Auto Repair - M12 state test	40.00
		10-01-6030-00	General Insurance	Liberty Mutual - Surety bond for Trustee Pertell	100.00
		10-01-7110-00	Cleaning Supplies	Warehouse Direct - Cleaning supplies	259.90
		10-01-6120-00	Haz-Mat Equipment	Safeware - Calibration gas	239.00
		55-01-5150-00	Foreign Fire Tax	Amazon - Humidifiers for Foreign Fire	359.98
		10-01-6810-10	Telephone-Cell Phones	Verizon - Wireless router service for 10/07-11/06	385.82
		10-01-6810-10	Telephone-Cell Phones	AT&T - Monthly fee	12.36
		10-01-6810-10	Telephone-Cell Phones	AT&T - FirstNet mobile phone for 08/26-09/25	470.11
		10-01-6530-00	Small Tools	Amazon - Screwdriver set	9.99
		55-01-5150-00	Foreign Fire Tax	Amazon - Griddle conversion kit for Foreign Fire	45.99
		10-01-6520-09	Maint App - 2019 Ford (C11)	Soundz Plus - Remote start for C11	408.18
		10-01-6040-00	Legal	Daily Herald - Publish tax levy hearing	257.60
		10-01-7300-00	Medical Supplies	Linde Gas - Oxygen cylinder rentals	377.09
		10-01-7220-90	Uniforms-Other	Eagle Engraving - Chief uniform badges	795.00
		10-01-6040-00	Legal	Ottosen - Legal service for September	1,809.50
		10-01-7110-00	Cleaning Supplies	Warehouse Direct - Cleaning supplies	76.15
		10-01-7100-00	Office Supplies	Amazon - Packaging tape and markers	21.07
		10-01-7100-00	Office Supplies	Amazon - Cardstock and batteries	31.05
		10-01-7100-00	Office Supplies	UPS - Mail elevator call box for programming	31.85
		10-01-6700-50	Training - Fire Commissione	IFPCA - Conference for Byers	540.00
		10-01-6770-00	Client Relations Expense	Hundred Club - Awards night for 10 people	750.00
		10-01-7100-00	Office Supplies	USPS - Postage	19.73
		10-01-9000-00	Miscellaneous	Microsoft - Fraud charges	1,604.99
		10-01-9000-00	Miscellaneous	Microsoft - Fraud charges	131.58
		10-01-6500-00	Maintenance Buildings-Stat	Trudoor - Door closer and exit bar	350.25
		10-01-6500-00	Maintenance Buildings-Stat	Trudoor - Refund sales tax	-20.61
		10-01-6160-00	Hose and Appliances	Handlift Cover - RAM tool cover	285.43
		10-01-6700-00	Training-Seminars/Lecture	Metro Fire Chiefs Association - Meeting registration fee for Dina	20.00
		10-01-6750-00	Travel/Hotel Expense	Marriott Pere Marquette - IFCA conference hotel for Dina	686.55
		10-00-2000-00	Accounts Payable	Fifth Third Bank - Procurement Card	-13,668.02

Warrenville Fire Protection District
Revenues and Expenses
Compared with Budget
For the Seven Months Ending November 30, 2022

	Current Month Actual	Year to Date Actual	Annual Budget	Remaining Balance	Percent Available	
<u>Corporate Fund</u>						
<u>Revenues</u>						
10-00-4000-00	Property Tax Revenue	\$ 15,133.24	\$ 2,883,372.16	\$ 2,886,400.00	3,027.84	0.10
10-00-4010-00	Property Tax Revenue - Pension	2,714.04	517,114.79	518,500.00	1,385.21	0.27
10-00-4050-00	PropTax Rev - Emer&Rescue Fund	2,644.30	503,825.75	515,534.00	11,708.25	2.27
10-00-4100-00	State Replacement Tax Revenue	0.00	58,866.91	45,000.00	(13,866.91)	(30.82)
10-00-4250-20	FMB-Plan Review	2,089.80	8,265.80	70,000.00	61,734.20	88.19
10-00-4300-00	Public Education Donations	0.00	10.00	0.00	(10.00)	0.00
10-00-4310-00	Ambulance Service Fees	104,643.36	737,269.47	800,000.00	62,730.53	7.84
10-00-4350-00	Fire Recovery	3,406.11	7,517.98	18,000.00	10,482.02	58.23
10-00-4400-00	Reimbursements	0.00	1,125.00	15,000.00	13,875.00	92.50
10-00-4500-00	Grant Revenue	0.00	257,535.11	16,000.00	(241,535.11)	(1,509.59)
10-00-4700-00	Other Income	300.00	6,440.00	2,500.00	(3,940.00)	(157.60)
10-00-4800-00	Interest Income	2,471.38	12,249.80	13,000.00	750.20	5.77
10-00-4801-00	Unrealized Gain/Loss on Invest	3,641.85	(7,058.00)	0.00	7,058.00	0.00
10-00-4802-00	Gain/Loss on Sale of Invest.	0.00	(4,572.25)	0.00	4,572.25	0.00
	Total Revenues	137,044.08	4,981,962.52	4,899,934.00	(82,028.52)	(1.67)
<u>Expenses</u>						
<u>Personal Services</u>						
10-01-5000-00	Payroll-Full Time Firefighters	111,735.93	810,092.22	1,700,000.00	889,907.78	52.35
10-01-5005-00	Payroll-Part Time Firefighters	38,356.46	286,918.82	500,000.00	213,081.18	42.62
10-01-5010-00	Payroll-Office & Staff	6,357.28	47,494.89	107,000.00	59,505.11	55.61
10-01-5015-00	Payroll-Part Time Supervisory	2,341.67	16,916.69	32,300.00	15,383.31	47.63
10-01-5020-00	Overtime	1,230.94	58,558.06	100,000.00	41,441.94	41.44
10-01-5022-00	Payroll-Special-Rate	562.98	3,733.43	10,000.00	6,266.57	62.67
10-01-5025-00	Payroll-Holiday Pay	488.65	1,842.06	52,000.00	50,157.94	96.46
10-01-5030-00	Payroll-Fireman POC	5,955.00	39,015.00	150,000.00	110,985.00	73.99
10-01-5080-00	Trustee Compensation	1,406.25	9,843.75	16,875.00	7,031.25	41.67
10-01-5090-00	Fire Commissioner Compensation	166.66	1,166.62	3,000.00	1,833.38	61.11
10-01-5100-00	Payroll Taxes	6,298.00	45,933.76	105,000.00	59,066.24	56.25
10-01-5200-00	Insurance-Health	20,895.08	137,015.64	259,200.00	122,184.36	47.14
10-01-5200-05	Insurance-Vision	147.47	1,135.65	2,448.00	1,312.35	53.61
10-01-5200-10	Insurance-Dental	894.73	5,422.47	11,280.00	5,857.53	51.93
10-01-5200-20	Insurance-Life	424.68	3,116.88	4,320.00	1,203.12	27.85
10-01-5200-25	VEBA	0.00	0.00	45,000.00	45,000.00	100.00
10-01-5200-26	457 District Contribution	0.00	0.00	2,400.00	2,400.00	100.00
10-01-5200-27	IMRF District Contribution	1,071.94	8,685.34	14,000.00	5,314.66	37.96
10-01-5300-00	Health & Wellness	914.90	14,067.40	31,800.00	17,732.60	55.76

Warrenville Fire Protection District
Revenues and Expenses
Compared with Budget
For the Seven Months Ending November 30, 2022

		Current Month Actual	Year to Date Actual	Annual Budget	Remaining Balance	Percent Available
10-01-5500-00	Pension Contribution	2,714.04	517,114.79	519,000.00	1,885.21	0.36
	Total Personal Services	201,962.66	2,008,073.47	3,665,623.00	1,657,549.53	45.22
<u>Contractual Services</u>						
10-01-6000-00	Accounting-Sikich	1,989.50	22,909.00	35,000.00	12,091.00	34.55
10-01-6000-10	Accounting-Lauterbach & Amen	750.00	750.00	0.00	(750.00)	0.00
10-01-6010-00	Dues	0.00	1,721.00	3,000.00	1,279.00	42.63
10-01-6020-00	Firefighters Appreciation Fund	0.00	1,868.83	9,700.00	7,831.17	80.73
10-01-6030-00	General Insurance	100.00	2,165.00	3,318.00	1,153.00	34.75
10-01-6040-00	Legal	2,067.10	6,894.05	30,000.00	23,105.95	77.02
10-01-6045-00	Payroll Service Fee	1,360.50	3,007.40	4,000.00	992.60	24.82
10-01-6060-00	GEMT 50% Payment Expense	0.00	61,459.02	120,000.00	58,540.98	48.78
10-01-6110-00	DuComm Dispatch	0.00	57,780.69	76,809.00	19,028.31	24.77
10-01-6115-00	Ambulance Billing Fees	4,765.39	32,131.62	36,000.00	3,868.38	10.75
10-01-6120-00	Haz-Mat Equipment	239.00	5,503.24	4,600.00	(903.24)	(19.64)
10-01-6130-00	Dive/Water Rescue	0.00	0.00	13,000.00	13,000.00	100.00
10-01-6140-00	Technical Rescue Equipment	0.00	0.00	2,000.00	2,000.00	100.00
10-01-6145-00	TEMS - (SWAT)	0.00	0.00	2,000.00	2,000.00	100.00
10-01-6150-00	SCBA Maintenance and Parts	0.00	3,553.11	25,000.00	21,446.89	85.79
10-01-6160-00	Hose and Appliances	285.43	875.43	6,000.00	5,124.57	85.41
10-01-6170-00	GIS Maintenance	0.00	199.00	2,200.00	2,001.00	90.95
10-01-6200-00	Comm/Radio Equipment	0.00	2,054.89	16,000.00	13,945.11	87.16
10-01-6500-00	Maintenance Buildings-Stat 1	329.64	10,663.38	27,000.00	16,336.62	60.51
10-01-6510-00	Maintenance-Equipment	0.00	1,033.38	2,600.00	1,566.62	60.25
10-01-6520-00	Maintenance-Apparatus	0.00	0.00	55,000.00	55,000.00	100.00
10-01-6520-02	Maint App - 2004 E8372 (E12)	0.00	1,218.00	0.00	(1,218.00)	0.00
10-01-6520-03	Maint App - 2009 E5026 (E13)	0.00	346.69	0.00	(346.69)	0.00
10-01-6520-04	Maint App - 1998 Ladder (T11)	0.00	1,460.75	0.00	(1,460.75)	0.00
10-01-6520-05	Maint App - 1993 Ford (V12)	0.00	40.00	0.00	(40.00)	0.00
10-01-6520-08	Maint App - 2012 M0215 (M12)	627.14	1,139.05	0.00	(1,139.05)	0.00
10-01-6520-09	Maint App - 2019 Ford (C11)	408.18	508.18	0.00	(508.18)	0.00
10-01-6520-10	Maint App - 2016 Ford (A11)	0.00	1,642.66	0.00	(1,642.66)	0.00
10-01-6520-11	Maint App - 2015 Ford (U11)	0.00	81.98	0.00	(81.98)	0.00
10-01-6520-12	Maint App - 2005 Ford (G11)	0.00	175.99	0.00	(175.99)	0.00
10-01-6520-15	Maint App - 14ft Zodiac Boat	0.00	117.84	0.00	(117.84)	0.00
10-01-6520-18	Maint App - 2017 Ford (B11)	0.00	40.52	0.00	(40.52)	0.00
10-01-6520-23	Maint App - 2018 M3263 (M11)	151.00	402.84	0.00	(402.84)	0.00
10-01-6520-24	Maint App - 2020 E1976 (E11)	1,003.04	1,502.33	0.00	(1,502.33)	0.00
10-01-6530-00	Small Tools	9.99	259.47	4,700.00	4,440.53	94.48
10-01-6600-00	IT Hardware	0.00	1,598.67	8,000.00	6,401.33	80.02
10-01-6600-05	IT Computer Software	551.74	9,144.27	24,700.00	15,555.73	62.98

Warrenville Fire Protection District
Revenues and Expenses
Compared with Budget
For the Seven Months Ending November 30, 2022

	Current Month Actual	Year to Date Actual	Annual Budget	Remaining Balance	Percent Available	
10-01-6600-10	IT Support Services	2,200.00	16,589.15	22,400.00	5,810.85	25.94
10-01-6700-00	Training-Seminars/Lecture	100.00	2,295.00	4,000.00	1,705.00	42.63
10-01-6700-05	Training-Certification Classes	0.00	1,750.00	30,000.00	28,250.00	94.17
10-01-6700-10	Training-Books/Manuals	0.00	0.00	1,000.00	1,000.00	100.00
10-01-6700-15	Training-Building Mat/Props	0.00	1.00	2,500.00	2,499.00	99.96
10-01-6700-20	Training-Audio Visual/Comp	0.00	486.71	2,500.00	2,013.29	80.53
10-01-6700-25	Training- Per Diem	0.00	0.00	2,500.00	2,500.00	100.00
10-01-6700-40	Training-Supplies	0.00	1,605.87	10,000.00	8,394.13	83.94
10-01-6700-48	Career Training	0.00	2,820.99	20,000.00	17,179.01	85.90
10-01-6700-50	Training - Fire Commissioners	540.00	987.30	4,300.00	3,312.70	77.04
10-01-6710-00	Fire Prevention Bureau	0.00	1,382.26	3,000.00	1,617.74	53.92
10-01-6730-00	Testing and Promotion	0.00	793.95	20,000.00	19,206.05	96.03
10-01-6745-00	Public Education	0.00	2,144.03	2,500.00	355.97	14.24
10-01-6750-00	Travel/Hotel Expense	686.55	1,499.88	3,000.00	1,500.12	50.00
10-01-6770-00	Client Relations Expense	746.29	1,657.35	5,000.00	3,342.65	66.85
10-01-6800-00	Utilities-Electric	665.25	6,316.14	12,000.00	5,683.86	47.37
10-01-6800-10	Utilities-Gas	788.74	3,396.31	10,000.00	6,603.69	66.04
10-01-6800-20	Utilities-Water	359.80	1,278.77	3,000.00	1,721.23	57.37
10-01-6810-00	Telephone-Land Line	1,586.85	9,711.07	20,000.00	10,288.93	51.44
10-01-6810-10	Telephone-Cell Phones	868.29	7,384.18	11,600.00	4,215.82	36.34
10-01-6830-00	Alarm Expense	0.00	2,456.64	4,000.00	1,543.36	38.58
10-01-6840-00	Cable	56.53	339.18	650.00	310.82	47.82
	Total Contractual Services	23,235.95	299,144.06	704,577.00	405,432.94	57.54

Warrenville Fire Protection District
Revenues and Expenses
Compared with Budget
For the Seven Months Ending November 30, 2022

	Current Month Actual	Year to Date Actual	Annual Budget	Remaining Balance	Percent Available	
<u>Commodities</u>						
10-01-7000-00	Motor Fuel	105.75	15,581.54	20,000.00	4,418.46	22.09
10-01-7010-00	Operating Supplies	50.00	567.32	2,000.00	1,432.68	71.63
10-01-7100-00	Office Supplies	594.17	8,114.56	7,280.00	(834.56)	(11.46)
10-01-7110-00	Cleaning Supplies	336.05	1,618.12	3,500.00	1,881.88	53.77
10-01-7200-00	Firefighters Pers Prot Equip	0.00	2,633.41	36,000.00	33,366.59	92.68
10-01-7220-00	Uniforms-Employees	0.00	8,703.90	24,000.00	15,296.10	63.73
10-01-7220-90	Uniforms-Other	795.00	4,375.20	2,500.00	(1,875.20)	(75.01)
10-01-7230-00	Fire & Rescue Equipment	0.00	12,912.95	20,000.00	7,087.05	35.44
10-01-7300-00	Medical Supplies	396.97	10,464.69	26,000.00	15,535.31	59.75
	Total Commodities	2,277.94	64,971.69	141,280.00	76,308.31	54.01
<u>Capital Outlay</u>						
	Total Capital Outlay	0.00	0.00	0.00	0.00	0.00
<u>Other</u>						
10-01-9000-00	Miscellaneous	1,895.46	3,886.21	0.00	(3,886.21)	0.00
10-01-9500-60	Transfers to Capital Projects	0.00	300,000.00	300,000.00	0.00	0.00
	Total Other	1,895.46	303,886.21	300,000.00	(3,886.21)	(1.30)
	Total Expenses	229,372.01	2,676,075.43	4,811,480.00	2,135,404.57	44.38
	Net Revenue over Expenses	\$ (92,327.93)	\$ 2,305,887.09	\$ 88,454.00	(2,217,433.09)	(2,506.88)

Warrenville Fire Protection District
Revenues and Expenses
Compared with Budget
For the Seven Months Ending November 30, 2022

<u>Audit Fund</u>		Current Month Actual	Year to Date Actual	Annual Budget	Remaining Balance	Percent Available
<u>Revenues</u>						
30-00-4000-00	Property Tax Revenue	\$ 59.30	\$ 11,299.51	\$ 10,700.00	(599.51)	(5.60)
	Total Revenues	59.30	11,299.51	10,700.00	(599.51)	(5.60)
<u>Expenses</u>						
30-00-6005-00	Audit Fees	0.00	860.00	10,700.00	9,840.00	91.96
	Total Personal Services	0.00	860.00	10,700.00	9,840.00	91.96
	Net Revenue over Expenses	\$ 59.30	\$ 10,439.51	\$ 0.00	(10,439.51)	0.00
<u>Liability Insurance Fund</u>						
<u>Revenues</u>						
40-00-4000-00	Property Tax Revenue	\$ 184.89	\$ 35,227.92	\$ 35,000.00	(227.92)	(0.65)
	Total Revenues	184.89	35,227.92	35,000.00	(227.92)	(0.65)
<u>Expenses</u>						
40-00-6035-00	Liability Insurance	0.00	0.00	35,000.00	35,000.00	100.00
	Total Personal Services	0.00	0.00	35,000.00	35,000.00	100.00
	Net Revenue over Expenses	\$ 184.89	\$ 35,227.92	\$ 0.00	(35,227.92)	0.00

Warrenville Fire Protection District
Revenues and Expenses
Compared with Budget
For the Seven Months Ending November 30, 2022

		Current Month Actual	Year to Date Actual	Annual Budget	Remaining Balance	Percent Available
<u>Workers Compensation Fund</u>						
<u>Revenues</u>						
50-00-4000-00	Property Tax Revenue	\$ 941.90	\$ 179,463.00	\$ 180,000.00	537.00	0.30
	Total Revenues	941.90	179,463.00	180,000.00	537.00	0.30
<u>Expenses</u>						
50-00-5400-00	Worker's Compensation Expense	13,872.00	67,068.00	180,000.00	112,932.00	62.74
	Total Personal Services	13,872.00	67,068.00	180,000.00	112,932.00	62.74
	Net Revenue over Expenses	\$ (12,930.10)	\$ 112,395.00	\$ 0.00	(112,395.00)	0.00

Warrenville Fire Protection District
Revenues and Expenses
Compared with Budget
For the Seven Months Ending November 30, 2022

		Current Month Actual	Year to Date Actual	Annual Budget	Remaining Balance	Percent Available
<u>Foreign Fire Fund</u>						
<u>Revenues</u>						
55-00-4150-00	Foreign Fire Tax Revenue	\$ 0.00	\$ 43,324.98	\$ 25,000.00	(18,324.98)	(73.30)
	Total Revenues	<u>0.00</u>	<u>43,324.98</u>	<u>25,000.00</u>	<u>(18,324.98)</u>	<u>(73.30)</u>
<u>Expenses</u>						
55-01-5150-00	Foreign Fire Tax	<u>873.96</u>	<u>12,174.67</u>	<u>25,000.00</u>	<u>12,825.33</u>	<u>51.30</u>
	Total Personal Services	<u>873.96</u>	<u>12,174.67</u>	<u>25,000.00</u>	<u>12,825.33</u>	<u>51.30</u>
	Net Revenue over Expenses	<u>\$ (873.96)</u>	<u>\$ 31,150.31</u>	<u>\$ 0.00</u>	<u>(31,150.31)</u>	<u>0.00</u>

Warrenville Fire Protection District
Revenues and Expenses
Compared with Budget
For the Seven Months Ending November 30, 2022

	Current Month Actual	Year to Date Actual	Annual Budget	Remaining Balance	Percent Available
<u>Capital Projects Fund</u>					
<u>Revenues</u>					
60-00-4800-00	\$ 861.21	\$ 3,187.95	\$ 0.00	(3,187.95)	0.00
60-00-4900-10	0.00	300,000.00	300,000.00	0.00	0.00
	<u>861.21</u>	<u>303,187.95</u>	<u>300,000.00</u>	<u>(3,187.95)</u>	<u>(1.06)</u>
Total Revenues					
<u>Expenses</u>					
60-01-8010-00	0.00	0.00	100,000.00	100,000.00	100.00
60-01-8015-00	130,713.03	130,713.03	131,000.00	286.97	0.22
	<u>130,713.03</u>	<u>130,713.03</u>	<u>231,000.00</u>	<u>100,286.97</u>	<u>43.41</u>
Total Expenses					
Net Revenue over Expenses	<u>\$ (129,851.82)</u>	<u>\$ 172,474.92</u>	<u>\$ 69,000.00</u>	<u>(103,474.92)</u>	<u>(149.96)</u>



WARRENVILLE FIRE PROTECTION DISTRICT

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Trustee – Treasurer

Jeffrey Carstens
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Randy Price
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Joseph Rogers
Trustee

Andrew Dina
Fire Chief

Fire Chief's Report to the Trustees Warrenville Fire Protection District November, 2022

For the month of November 2022, the Warrenville Fire Protection District responded to 168 calls for service; of those calls, 114 were EMS related and 54 were fire and rescue calls. This is the exact amount of calls that we responded to in the previous month. Through November we are on track to run 1878 calls for 2022.

Specialty Team Call Outs/Significant Incidents

1. November 25 – Box alarm for the water rescue incident in Bolingbrook. Chief 11 responded as part of Incident Management Assistance Team (canceled enroute). Dive 11 responded with two divers. Victim self-rescued.
2. November 14 – 26W200 block of Kiowa Ln. Wheaton - Structure fire for the shed that was on fire. No exposures threatened and no civilian or firefighter injuries.
3. November 8 – 28W700 block of Main St. - Chimney fire that was determined to be extinguished upon arrival of fire crews.
4. November 5 – Crews responded to the 30000 block of Village Green Drive for the gunshot victim. Victim suffered a fatal injury that was determined to be self-inflicted.

Other Items of Interest

1. We are pleased to report that the Fermi Lab Fire Department is now an associate member of MABAS Division 16 and the Argonne National Laboratory Fire Department is now a full member of MABAS Division 16.
2. Warrenville Fire hosted an Offrenda table at the Warrenville Public Library.
5. Chief Dina attended the City of Warrenville TIF #3 and TIF #4 annual meetings at City Hall.
6. Chief Dina represented the Fire District at the Veterans Breakfast hosted by the Warrenville Park District.
7. Personnel attended the Veterans Day ceremony at the Warrenville Veterans Memorial.
8. Fire administration met with City of Warrenville Code Enforcement personnel to review the City's updated code planning.
9. Open enrollment educational sessions were held with our health insurance broker One Digital.
10. Fire Administration met with Little Friends to discuss upcoming fire drills.



Previous Month ▾

Nov 1, 2022 - Nov 30, 2022 ▾

01:00

MM:SS
Average Turnout Time

61%

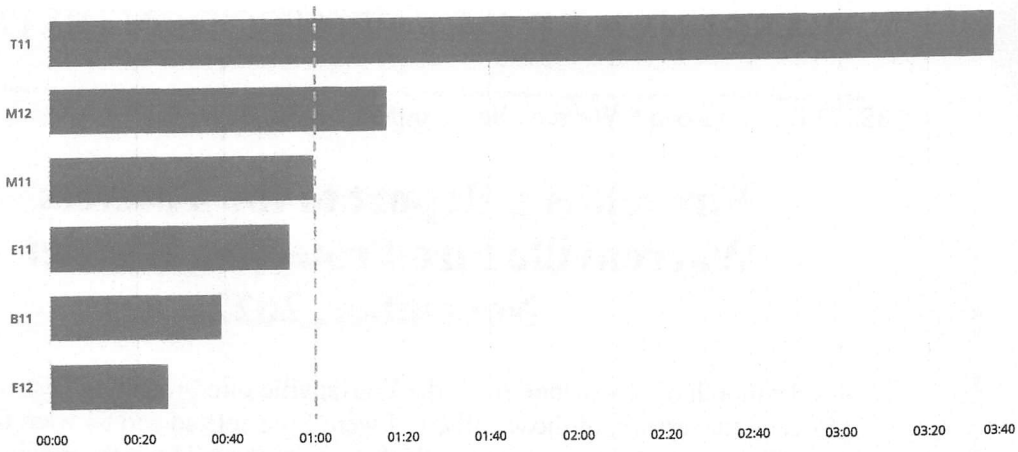
Of Responses
Turnout Time < 01:00

164

Incidents
In Selected Time Slice

30

DAYS
In Selected Time Slice



Counts	% Rows							Total
	00:00 - 00:29	00:30 - 00:59	01:00 - 01:29	01:30 - 01:59	02:00 - 02:59	03:00 - 04:59	05:00 - 09:59	
B11	17	1	1	1	1		1	22
E11	32	59	32	12	6	2		143
E12	5				1			6
M11	27	45	29	9	13	2		125
M12	3	5		4	3			15
T11	1		1	1	1	1	2	7
Total	85	110	63	27	25	5	3	318
Exceptions								52

Previous Month ▾ Nov 1, 2022 - Nov 30, 2022 ▾

32%

FIRE
Percentage of Total Incidents

68%

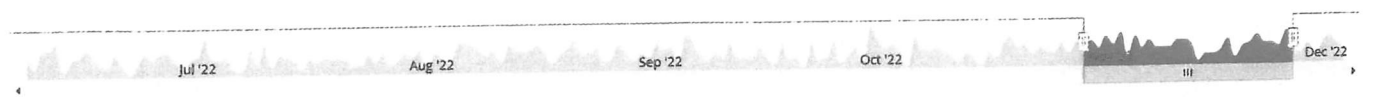
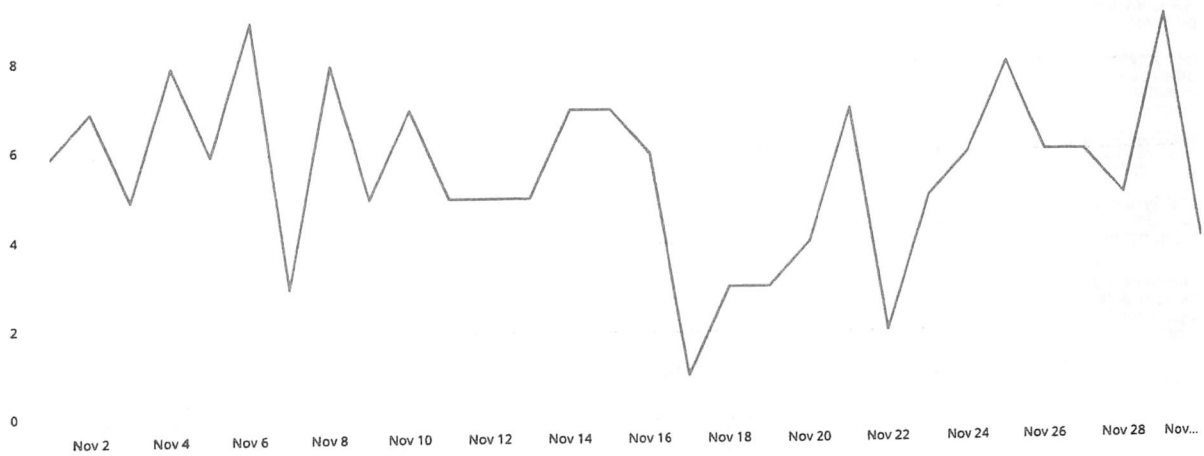
EMS
Percentage of Total Incidents

168

INCIDENTS
In Selected Time Slice

30

DAYS
In Selected Time Slice



Counts	% Rows					% Columns					% All			
	11/6/22	11/13/22	11/20/22	11/27/22	12/4/22	12/11/22	12/18/22	12/25/22	1/1/23	1/8/23	1/15/23	1/22/23	1/29/23	Total
(11) Structure Fire	1	1	1											3
(14) Natural vegetation fire		1												1
(31) Medical assist	24	13	18	18	15									88
(32) Emergency medical service (EMS) incident	7	9	2	7	1									26
(36) Water or ice-related rescue				1										1
(42) Chemical release, reaction, or toxic condition	1	1												2
(44) Electrical wiring/equipm. problem	1	1												2
(46) Accident, potential accident			1											1
(51) Person in distress		1	1											2
(52) Water problem		1												1
(53) Smoke, odor problem				1										1
(55) Public service assistance	2		1											3
(57) Cover assignment, standby at fire station, move-up		1												1
(61) Dispatched and canceled en route	3	1		1										5

Week Ending	11/6/22	11/13/22	11/20/22	11/27/22	12/4/22	12/11/22	12/18/22	12/25/22	1/1/23	1/8/23	1/15/23	1/22/23	1/29/23	Total
(62) Wrong location, no emergency found	2													2
(63) Controlled burning		2												2
(65) Steam, other gas mistaken for smoke					1									1
(71) Malicious, mischievous false alarm		2	3	3										8
(73) System or detector malfunction		1	2											3
(74) Unintentional system/detect... operation (no fire)		3	2	8	2									15
Total	41	38	31	40	18									168

December 21st, 2022



MONTHLY LOGISTICS REPORT

A/C Levy and I are working on specs to order new Fire Gear for members.

Bids are in for new carpet in classroom.

Hardware was purchased to install white board in classroom.

Hogan plumbing is working on replacing mop sink in mechanical room on 2nd floor/bunk room.

Guaranteed Mechanical was asked to quote new thermostats for the bay.

2023 Projected

Bay ceiling painted.

Quotes for new heaters in bay.





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Fire Chief

Training Officer’s Report to the Trustees - December 2022

Monthly Training Totals

Prior months data listed below reflects personnel active at the time that month’s report was completed.

Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sep.	Oct.	Nov.	Dec.
801	698	981	888	2138*	888	828	1094	914	1240	896	

* In May, the District had five personnel, four part-time, and one POC graduated from the fire academy. Each had 286 hours of training through the fire academy at the College of DuPage. These hours are all documented in the month of May. This led to a substantial jump in median part-time training hours, and a significant increase in median POC training hours.

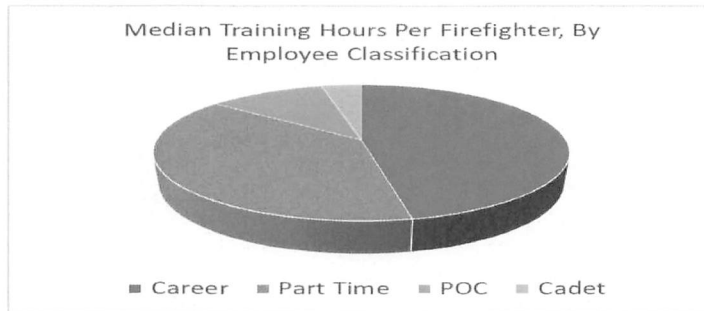
Calendar Year to Date Training

Active firefighters have completed a total of 11,366 hours of training year to date.

- Career personnel have completed 5,592 hours
- Part time personnel have completed 3,412 hours
- Paid on call personnel have completed 2,206 hours of training.
- Cadets have completed 156 hours of training.

Median training hours per firefighter, by classification year to date:

- Career personnel: 507
- Part time personnel: 420
- Paid on call personnel: 118
- Cadet: 40



Training hours are based on rostered personnel, month to month. Numbers will change with turnover of personnel. Please note, calendar year to date training numbers only reflects active personnel, and does not include personnel who have left the district, are on a leave of absence, or currently in the fire academy.

Training Items of Interest

OFSM has released the necessary documentation on claims for reimbursement for FY 2023, and the training division is making progress on this paperwork.



WARRENVILLE FIRE DISTRICT EMS MONTHLY REPORT



SUBMITTED BY: BILL ZABLER

November 2022

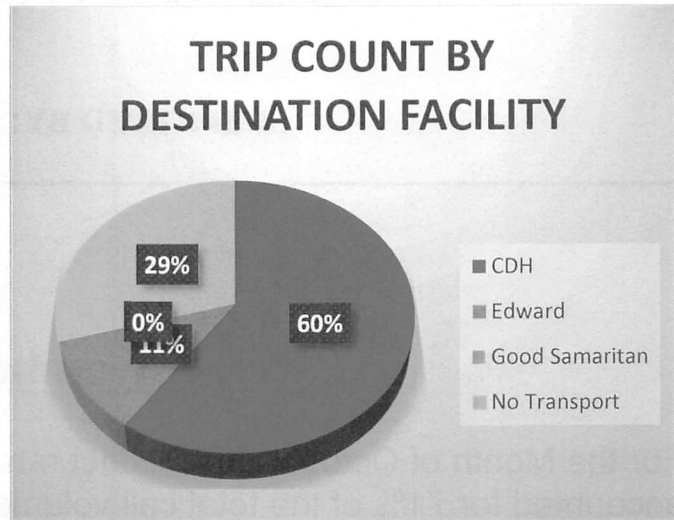
For the Month of October, the District ran a total of 119 EMS related calls which accounted for 71% of the total call volume for the month. The district responded to 5 invalid assist which was 3% of the incidents and these numbers are included to the total EMS Calls for the month. Creating a Patient Care Report for Invalid assist will increase the number of non-transport totals from previous months. No Continuing Education Topic is offered for the month of November.

Notable Events:

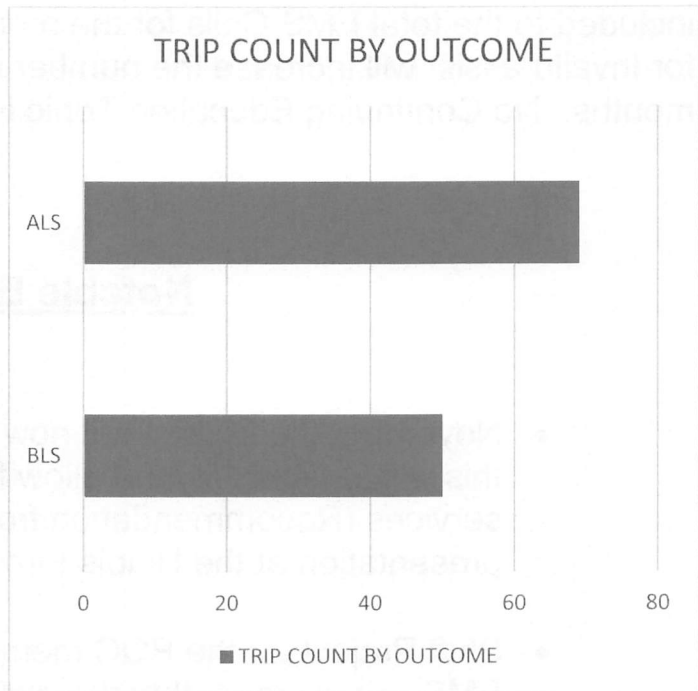
- November the District will now complete a PCR on Invalid Assist, this will better track and allow for billing for excessive use of services (Recommendation from District Attorney from a presentation at the Illinois Fire Chiefs Conference).
- Shift Project for the POC members was to remove items from the EMS Supply room that the district is likely to surplus.
- Replacement of charging cord for LUCAS CPR Device; not covered by Warranty.
- Restocking of Disposable items for LUCAS Device.

Field Data:

<u>Transport Destination</u>		<u>Percentage</u>
CDH	71	60%
Edward	13	11%
Good Samaritan	0	0%
No Transport	35	29%



<u>Disposition</u>	<u>Quantity</u>	<u>Percentage</u>
No Treat/Transport	4	3%
Treat & Release	31	26%
Treat / Transfer	0	0%
Transport by EMS	84	71%
Total	119	100%



Incident Totals by Month

Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Total
106	75	90	95	94	89	87	122	101	117	117	-	1093



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Fire Chief

November Maintenance Report

- 2020 Pierce (E1976) – Tire Replacement
- 2004 E-One (E8372) – Replace Primer Valve & Power Distribution Unit, Pump Inspection and Test
- 2009 E-One (E5026) – Replace Dipstick & Repair Fuel Cooler Water Leak
- 2012 Dodge (M0215) – Repair Radiator Hose & Power Loader System
- 2018 Ford (M3263) – Repair Exhaust System Leak & 3 Broken Exhaust Studs

2020 Pierce (E1976)	\$1,003.04
2004 E-One (E8372)	\$13,003.77
2009 E-One (E5026)	351.97
2012 Dodge (M0215)	\$437.88
2018 Ford (M3263)	\$1,545.89



On-Going & In-Progress

- **2020 Pierce (E1976) – Annual Pump Test & Frame Inspection**
- **2016 Ford Explorer (A11) – Battery Charger, Auto-Eject, & Emergency Lights**
- **1997 E-One (T11) – Preventive Maintenance**



Fire Prevention Bureau Report

November
2022

The Fire Prevention Bureau accomplished the following activities during the last month...

PUB EDUCATION EVENTS

	Station Tours
	Block Party / Birthday drive by
	National Night Out
	Community Event (description)
	Breakfast/pizza with the firefighters and ride to school

COMMUNITY RISK REDUCTION

	Senior smoke detector installed
	Senior KNOX BOX installed
	Senior Event
	School Talks/Programs (Bower, Johnson, Hubble)
4	Preschool Talks
1	WYFS Quest Hot Shots
	CPR

FIRE BUREAU

9	Plan Reviews
	Annual Inspections
	Re-inspections
	School Inspections
1	Hydrant Flow test / Water main flush test
	Sprinkler hydrostatic test & above ceiling inspections
	Fire Alarm Test (new, existing and repaired)
	Temporary Occupancy permit issued
2	Final Occupancy permit issued
	KNOX BOX installed/keys acquired or replaced
2	Fire Drills

	FOIA (Freedom of Information) requests
	Fire works
	Arson Task Force
7	Refer to Bureau
14	TCE Reports Reviewed
	New Businesses Inspected

The Bureau also billed out...

\$ 1960.00	Review & Inspection fees billed
\$ 1515.00	Review & Inspection fees collected
\$	Fees waived
\$ 0.00	Fines billed
\$ 0.00	Fines waived
\$ 0.00	Fines paid

Respectfully,

Carl Voda

Carl Voda
Fire Marshal

**INTERGOVERNMENTAL AGREEMENT
INTEROPERABLE EMERGENCY DISPATCH RADIO SYSTEM**

This INTERGOVERNMENTAL AGREEMENT (the "Agreement") is entered into by and between the County of DuPage (County), on its own behalf, and on behalf of its Emergency Telephone System Board (ETSB), and _____ (Member), a municipal corporation or a cooperative government entity or a fire protection district and a DuPage ETSB member.

RECITALS

WHEREAS the ETSB and Member are part of a collaboration to enhance their ability to effectively respond to emergency calls to 9-1-1 through interoperable public safety communications capabilities available throughout the service area of the ETS; and

WHEREAS the Constitution and laws of the State of Illinois permit units of local government to enter into intergovernmental agreements in such a manner as is not restricted by law or ordinance.

WHEREAS, Illinois law specifically empowers local emergency telephone system boards, including the ETSB, to plan, implement, upgrade, and maintain the ETS and provide emergency telephone assistance through wireless communications; and

WHEREAS the ETSB is further charged with the responsibility of providing wireless 9-1-1 emergency services and has designated its two answering points to serve as wireless 9-1-1 public safety answering points for its jurisdiction.

WHEREAS the ETSB considers an interoperable radio network infrastructure and related emergency dispatch equipment to be an essential component of the ETS as well as integral to producing an effective response by the appropriate first responding agency as a result of an emergency call to 9-1-1, including in situations where the call was initiated by wireless device; and

WHEREAS the ETSB and various units of local government previously collaborated to develop DIRS, an interoperable emergency dispatch system, to facilitate responses to emergency calls to 9-1-1.

WHEREAS the ETSB intends to continue to participate in STARCOM21 for use by first responding sworn personnel within DuPage County as part of the ETS; and

WHEREAS the ETSB wishes to establish the terms and conditions under which replacement radios for the emergency dispatch radio system will be made available to first responding agencies to replace end of life, end of support equipment; and

WHEREAS Member desires the use of an interoperable emergency dispatch radio system for its emergency personnel to effectively respond to emergency calls to 9-1-1, including in situations where the call was initiated by wireless device; and

WHEREAS, the State of Illinois has leased STARCOM21 for use for public safety purposes and has made access to STARCOM21 contractually available to local public safety agencies; and

WHEREAS the ETSB and Member believe that the goal of enhancing their ability to effectively respond to emergency calls to 9-1-1, however initiated, through interoperable public safety communications capabilities for the members of the ETS will be realized by replacing

1. certain radios ("subscriber units") necessary to receive emergency dispatch communications utilizing STARCOM21 for the use of the Member's qualifying personnel on the terms more fully described herein.

NOW, THEREFORE, in consideration of the mutual covenants and agreements contained herein, the County on its own behalf, and on behalf of its ETSB, and Member hereto hereby agree as follows:

Part 1 – Incorporation of Recitals and Definitions

Section 1.1 – Recitals Incorporated. The recitals set forth above are incorporated in this Agreement by reference and made a part of this Agreement.

Section 1.2 – Definitions. As used in this agreement, unless the context clearly requires otherwise, the following terms shall have the following meanings:

- (a) "County" means the County of DuPage, Illinois.
- (b) "DuPage Emergency Dispatch Interoperable Radio System (DEDIR System)" means the interoperable emergency dispatch radio system consisting of network and equipment utilizing the STARCOM21 system in DuPage County as integrated as part of its 9-1-1 emergency telephone system.
- (c) "Emergency telephone system" or "ETS" means the communications equipment required to produce a response by the appropriate emergency public safety agency as a result of an emergency call, however initiated, placed to 9-1-1.
- (d) "ETSB" or "ETS Board" means the Emergency Telephone System Board of DuPage County, an agency of DuPage County, established pursuant to Section 15.4 of the Local Government Emergency Telephone System Act, 50 ILCS 750/15.4, which provides for the management and operation of a 9-1-1 system within the scope of the duties and powers prescribed by the Emergency Telephone System Act and the Wireless Emergency Telephone Safety Act.
- (e) "Member" means any agency that is a member of the ETSB by referendum or intergovernmental agreement and identifies the specific member that is executing this Agreement.
- (f) "Motorola" means Motorola, Inc., a business corporation organized under the laws of the State of Delaware.
- (g) "STARCOM21" means a 700/800 MHz, Association of Public-Safety Communications Officials (APCO) Project 25 interoperable, digital, trunked statewide voice radio communications network owned and developed by Motorola.

- (h) "Subscriber Units" is a Motorola industry term to describe any portable or mobile radio unit accessing STARCOM21. Subscriber Unit under this Agreement refers to any mobile or portable radio of the DEDIR System that will utilize STARCOM21. The term Subscriber Unit and radio may be used interchangeably throughout this Agreement.
- (i) "Surcharge funds" means funds collected pursuant to the surcharge authorized by 50 ILCS 750/15.3 *et. seq.* and grants from the Wireless Service Emergency Fund pursuant to the wireless carrier surcharge authorized by 50 ILCS 750/30 *et seq.* (previously 50 ILCS 751/17 *et. seq.*;))

Part 2 – Allocation of Equipment, Grant of Rights

Section 2.1 – Generally. Pursuant to this agreement, the ETSB shall make available to Member such equipment as set forth in Section 2.2 which is and shall at all times be considered the property of the ETSB unless otherwise specified in this Agreement.

Section 2.2 – ETSB Allocated Equipment. The ETSB, through the use of allowable surcharge funds, shall provide to Member the subscriber units, to replace end of life, end of support subscriber units. The Subscriber Units will be for use with the DEDIR System as set forth in Attachment A. Attachment A is made a part of this agreement and incorporated herein. The parties agree that Attachment A was developed by the ETSB in consultation with Member and reflects the appropriate allocation of equipment to the Member. The equipment listed on Attachment A shall be purchased by the ETSB and become the sole property of the County.

Section 2.2a – Additional Equipment. Member elects, with the approval of the ETSB, to purchase additional options or equipment for use with the DuPage STARCOM21 System. The cost of these options or equipment are set forth in Attachment A in the column labeled "Agency Obligations" Member agrees that it is responsible for the cost of the additional options or equipment including its purchase, maintenance, and operation. The County and Member agree that the Member Equipment included under purchasing contract PO921054 with Motorola includes maintenance under the Motorola Service Manager for a three (3) year period. The Member further agrees that any options which are integrated as part of the subscriber units does not create an ownership interest in the equipment and that said subscriber units remain the sole property of the County unless Member elects to pay the entire cost of such equipment.

Section 2.2b – Allowable Costs and Upgrades. The ETS Board has determined that it will provide for radios using 9-1-1 surcharge so long as radios qualify under FCC and state guidelines and laws. The ETS Board has determined that if radios for non-sworn personnel or other prohibited uses become an allowable cost, the ETSB will support the contract price of an APX4000 radio or contribute like amount to a radio purchase if the Member wishes to have an APXNext radio. The Member agrees that any costs above the contract value of the APX4000 will be the responsibility of the Member. If, within the four-year payment window provided for Members to reimburse ETSB, the FCC or state guidelines and laws change regarding allowable costs, the Parties agree that ETSB will assume the remaining cost and airtime.

Section 2.3 – Access to the DEDIR System. The County through its ETSB grants to the Member, upon the terms and conditions set forth by this Agreement, permission to use the equipment allocated pursuant to Section 2.2 and Section 2.2a and listed on Attachment A for the primary purpose of facilitating its emergency response to calls to 9-1-1.

Section 2.4 – Assignment Prohibited. Member shall have no right to transfer, assign, sublease, modify or confer any rights or benefits with respect to the use of the DEDIR system, including allocated equipment, to any third party without the written permission of the ETSB.

Section 2.5 – Use of the DEDIR System Equipment. All equipment purchased by the ETSB and allocated to Member as described in Attachment A shall be used for the purposes permitted by law and by personnel associated with emergency response including Telecommunicators and first responding emergency personnel. Member may also use said equipment for any other purpose related to its official duties in accordance with all applicable Federal, State and local laws and ordinances provided that such use does not represent any additional cost to the ETSB.

Section 2.6 – Limitations on Use. The parties recognize that surcharge authorized by law is collected by or distributed to the ETSB to fund expenditures permitted by statute. The parties further acknowledge and agree that the public funds used to acquire said equipment were authorized to enhance the ability of the ETSB and the first responding sworn personnel of Member to effectively respond to emergency calls to 9-1-1, including those calls initiated by a wireless device. Member shall ensure that said equipment will continue to be utilized for that purpose. If at any time during the course of this Agreement, the ETSB determines that deployed equipment is not being used in accordance with the objectives of this Agreement, or by appropriately authorized personnel, or in the event Member fails to comply with the terms of the Agreement, the ETSB may request the return of less than all of the equipment made available to Member pursuant to this Agreement and Member shall promptly comply with the ETSB's request.

Part 3 – Control and Operation of Radio Systems

Section 3.1 – DEDIR System. The parties agree that the management and control of the DEDIR System is and shall remain under full control and supervision of the ETSB. The parties agree that the ETSB is and shall be the sole point of contact and authority with regard to the Motorola STARCOM21 sites utilized to achieve 12db coverage. The ETSB is and shall be the sole point of contact and authority for any new, added equipment that may in the future be made a part of The STARCOM21 System and other networks or property.

Section 3.2 – Radio Frequencies. The ETSB shall provide Member with the appropriate licensed frequencies as allocated to the ETSB through the in the Regional Planning Commission (RPC) Region 54 Application and talk groups upon which the DEDIR System will operate. The ETSB shall make available such updated or alternative frequencies as may be allocated.

Section 3.3 – Programming of Equipment. ESTB shall have sole programming authority for subscriber units, pursuant to maintenance and warranty agreements entered into by the ETSB for the DEDIR System during the term of this Agreement and as allowable under law.

Section 3.4 – Access Limitations. The parties agree that Member shall not add additional subscriber units to the DEDIR System beyond the number of subscriber units allocated as part of this Agreement without first obtaining the approval of the ETSB pursuant to ETSB policy. The ETSB may limit access to the DEDIR System to the number of subscriber units allocated to Member as part of this agreement if it determines that additional subscriber units would adversely impact the system's performance, channel capacity, and the contractually determined grade of service.

Part 4 – Responsibilities of the ETSB

Section 4.1 – Delivery and Installation of DEDIR Equipment. Pursuant to a mutually agreed upon schedule, and consistent with the timeline for the deployment of the DEDIR System, the ETSB and its contractors shall deliver the equipment described in Section 2.2 and Section 2.2a and the ETSB shall not be responsible for the installation of any mobile radio equipment. Should Member subsequently desire the participation of the ESTB in the purchase, delivery or installation of additional equipment not set forth in Section 2.2, 2.2a or Attachment A, such participation is not governed or contemplated by this Agreement.

Section 4.2 – Training. The ETSB shall provide training on an ongoing basis on the use and operation of DEDIR portable and mobile radio equipment for the Member's personnel responsible for the operation of such equipment as deemed necessary by the ETSB pursuant to policy and training developed and recommended by the ETSB Policy Advisory Committee (PAC).

Section 4.3 – Performance. The ETSB shall make available to Member such system coverage and performance as provided in the original 2010 purchase agreement between Motorola and the ETSB. Improvements, modifications or changes made to improve system coverage and performance may only be done with the approval of the ETSB and other necessary parties at the expense of the Member. The ETSB retains the authority to increase channel capacity at the request of Member which may, at the ETSB's option, may be at the Member's expense.

Section 4.4 – Payment of Cost of Purchase. The ETSB shall be responsible for those costs associated with purchase of the equipment listed in Attachment A including maintenance of ETSB provided equipment that are allowable uses of 9-1-1 surcharge.

Section 4.5 – Payment of Maintenance Costs.

(a) The ETSB shall be responsible for the maintenance costs for the DEDIR System expenses that are directly billed to the ETSB by the providers of such maintenance services through December 31, 2028.

Not less than six (6) months prior to December 31, 2028, the ETSB will review its ability to continue to pay the cost of maintenance for subscriber units. If it determines that it cannot continue to fund the cost of maintenance for subscriber units, consoles and control stations, the County may, in its discretion, transfer those assets to Member in accordance with the provisions of Section 6.6.

Section 4.6 – Duty to Contract with Motorola for Use of STARCOM21 Radio System Network. The ETSB shall enter into a user agreement with Motorola on behalf of Member through December 31, 2028, to permit the use of the equipment described in Attachment A to operate on the STARCOM21 System or "airtime". Not less than six (6) months prior to December 31, 2028, the ETSB will review its ability to continue to pay the cost of airtime for subscriber units. If available 9-1-1 surcharge funding is restricted or funding is not available to continue to support airtime, ETSB agrees to notify the Member as soon as it is aware of a change in financial status but not less than six months prior to the termination of the existing airtime contract.

Section 4.6 (a) – Future Airtime renewal. The price for future airtime contract renewals shall be determined pursuant to contract negotiations between Motorola and the State of Illinois. This Agreement acknowledges that Motorola and the State of Illinois are currently in contract negotiations and firm costs are not available beyond June 30, 2022. The ETSB agrees to assume the costs of the user agreement until

December 31, 2028, as allowed under law, shall if required by the Member, be responsible for the ongoing costs associated with the user agreement attributable to the Member. The ETSB will not be responsible for the costs associated with use of equipment beyond the equipment deployed to Member as set forth in Section 2.2.

4.7 – The Purchase of equipment not set forth in Sections 2.2, 2.2a or Attachment A. The Parties agree that this Agreement does not obligate the ETSB to purchase any equipment, including subscriber units, for Member that is not set forth in Sections 2.2, 2.2a, and Attachment A. The Parties agree that this Agreement does not create a future obligation for the ETSB to purchase equipment. Should the Member desire to purchase equipment beyond what is set forth in Sections 2.2, 2.2a and Attachment A, any such purchase will be addressed in a separate agreement.

Part 5 – Responsibilities of the Member

Section 5.1 – Reimbursements to the ETSB. Member shall reimburse the ETSB for costs incurred by the ETSB as a result of purchases made by the ETSB at the request of and for the benefit of Member which may include, but are not limited to, the following:

- (a) Any portable or mobile radios purchased for the member shall be reimbursed to ETSB over a four-year period beginning December 1, 2023. ETSB shall invoice the Member for equipment so designated on Attachment A.
- (b) The cost of airtime for Member owned radios as designated on Attachment A, will be invoiced annually by ETSB in arrears. The cost per portable will be \$34 per portable per month and \$18 per mobile per month. The ETSB has a campus rate for radios that are assigned to the Wheaton County Complex that is capped at \$20,000 annually. Radios that fall into this category will be invoiced in the following manner: The total number of participating campus radios will be divided by \$20,000 and each participating Member will be billed annually according to their number of units. (Example: \$20,000 / 250 units = \$80 per unit annually).
- (c) Per unit maintenance costs associated with equipment owned by the Member which are billed directly as per unit cost. So long as ETSB has a Radio Service Manager from Motorola, the cost of maintenance for all radios purchased under ETSB PO 921054, even if Member owned, will be covered.
- (d) Programming, re-programming, or other expenses associated with the maintenance of equipment owned by the Member. So long as ETSB has a Radio Service Manager from Motorola, the cost of programming for all radios purchased under ETSB PO921054, even if member owned will be covered.

Section 5.2 – Use of Equipment. Member shall use the County's recording loggers, consoles, control stations subscriber units and other equipment for official purposes only. Member shall ensure that subscriber units are issued only to personnel designated as first responders and that such personnel keep each subscriber unit tuned at all times to the licensed interoperable frequencies designated and programmed by the ESTB. For security purposes, Member shall ensure that any access codes, proprietary information provided by the ETSB shall only be given to those authorized by the ETSB to receive them. All equipment purchased through the use of the surcharge shall be used for the purposes permitted by law. The parties authorize the DuPage County Auditor to review compliance with this section.

Section 5.3 – Reimbursement to the ETSB for System Access. (a) With respect to the equipment deployed to Member in accordance with Section 2.2 of this Agreement, after the conclusion of the airtime contract on December 31, 2028, between the ETSB and Motorola as described in Section 4.7, the ETSB may require reimbursement from Member for all or part of the ongoing costs associated with the use of the equipment. In this event, the ETSB shall notify Member in writing and specify the intervals at which reimbursement is due. (b) With respect to the additional equipment furnished to Member pursuant to Section 2.2a, Member shall make quarterly reimbursement to the ETSB for any costs associated with the use of the equipment on a quarterly basis as determined by the ETSB.

Section 5.4 – Cooperation and Access. Throughout the term of this Agreement, Member shall provide the ETSB with reasonable cooperation and access to its facilities to promote the delivery of the subscriber units, and other equipment for the training of Member's personnel, programming or repair of ETSB owned equipment and any other purposes of this Agreement.

Section 5.5 – Miscellaneous Costs. Member further agrees to:

- (a) Accessories: ETSB may provide replacement parts for the radios. Pursuant to ETSB policy 911:005.8: TDMA Compliance, Authorized Subscriber Units and Accessories or any subsequent policy approved by the ETS Board specific to DEDIR portable and mobile radios, any costs determined to be Member responsibility shall be the responsibility of the Member.
- (b) Any other costs deemed not allowable for 9-1-1 surcharge shall become the responsibility of the Member.
- (c) Any costs for new equipment or accessories that may arise subsequent to the execution of this Agreement shall be responsibility of the Member as designated by policy developed by PAC and recommended to the ETS Board and approved by the ETS Board as allowed by law.

Section 5.6 – Risk of Loss, Insurance. Upon the delivery of the County-owned equipment to, Member shall bear the risk of loss for any damage or loss to such equipment beyond the coverage provided in the warranty and maintenance agreements entered into by ETSB for any and all equipment that is part of this Agreement or covered by County or ETSB insurance. For occurrences that are not normal wear and tear, the Member shall reimburse ETSB the cost of the insurance deductible or the replacement cost of the radio if not covered by insurance. The Parties acknowledge that during the term of this Agreement, the deductible may increase due to inflation. The Member agrees to provide any required paperwork necessary for insurance submission such as memorandums or police incident reports.

Section 5.7 – Special Responsibilities in the Event of Loss of Surcharge. Upon the determination by the ETSB as a result of the loss of funding including, but not limited to, an elimination or reduction of the surcharge by any means, it cannot continue to fund the continued operation of the DEDIR system in the manner contemplated by this agreement, it may require Member to assume the costs associated with the maintenance and/or the operation of the subscriber units, consoles, and control stations deployed to Member pursuant to Section 2.2. The County may transfer ownership of the deployed equipment to Member as full consideration of its assumption of costs.

Section 5.8 – Subsequent Purchase of Equipment. The parties agree that should Member desire to purchase additional equipment for use on the DEDIR System after its execution of this Agreement and

outside of the contract under PO921054, it shall be solely responsible for any costs associated with its purchase, maintenance, or operation which may be incurred by the ETSB.

Part 6 – Term and Termination

Section 6.1 – Effective Date. This Agreement shall commence upon its execution by the parties and the approval of the DEDIR System and all of its associated contracts and change orders by the voting membership of the ETSB, and if applicable, by the County Board. The Agreement shall continue until December 21, 2028, or until it is terminated in accordance with this Part 6.

Section 6.2 – Termination by Election of Parties. After the term of this Agreement, either party wishing to terminate this Agreement may do so for any reason upon one-hundred twenty (120) days written notice to the other. Upon termination, except as provided in Section 6.6, Member shall, at the discretion of the ETSB and the County, return all County-owned equipment or reimburse the County for the cost of the equipment as detailed in the original purchase contract less depreciation as calculated in Section 6.4. The terminating party shall be responsible any costs associated with equipment removal as well as previously contracted costs of maintenance and equipment use. A request by the ETSB, pursuant to Section 2.6 for the reasons provided by that Section, for a return of less than all of equipment allocated to Member shall not automatically operate to terminate this Agreement.

Section 6.3 – Effects of Termination. Upon the effective date of the termination of this agreement pursuant to a written notice by Member as set forth in Section 6.2, (1) Member's right to use the DEDIR System shall cease; (2) Member's obligation to reimburse the ETSB for any costs as provided in this Agreement shall remain in full force and effect; and (3) Member shall promptly return all County-owned equipment to the ETSB.

Section 6.4 – Valuation of Assets at Termination. The parties agree that the assets contemplated for deployment to Member have a useful life of ten (10) years and that the straight-line method of depreciation shall be used in determining the residual values of such assets.

Section 6.5 – Termination as a Result of Consolidation. In the event, for the purpose of consolidating its emergency dispatch system, Member enters into an intergovernmental agreement with an intergovernmental agency which participates in the DEDIR System, this Agreement between Member and the County shall terminate and further use of the DEDIR System by Member shall be governed by the agreement between the intergovernmental agency and the County.

Section 6.6 – Termination as a Result of Loss of Surcharge. When the ETSB determines as a result of the loss of funding including, but not limited to an elimination or reduction of the surcharge by any means, it cannot continue to fund the continued operation the DEDIR system, the County may transfer ownership of all subscriber units, consoles and control stations to the presently deployed to Member and Member agrees be liable for any costs associated with the DEDIR system attributable to Member including but not limited to costs associated with the procurement, operation, and maintenance of such assets, and such assumption of costs shall constitute full consideration for the transfer of said assets.

Section 6.7 Interoperability. The Parties agree that should it become necessary to invoke Section 6.6 of the Agreement that the DEDIR System shall remain intact and that the Parties agree to abide by the policy

recommendations made by PAC and approved by the ETSB for the purposes of public safety interoperability and delivery of emergency service to the community.

Part 7 – Miscellaneous Terms

Section 7.1 – No Joint Venture. This Agreement shall not be construed in such a way that the County, the ESTB, or the Village or Fire Protection District, or is deemed to be, the representative, agent, employee, partner, or joint venture of the other. The parties shall not have the authority to enter into any agreement, nor to assume any liability, on behalf of the other party, nor to bind or commit the other party in any manner, except as expressly provided herein.

Section 7.2 – Notice. All notices required to be given pursuant to this Agreement shall be in writing and addressed to the parties at their respective addresses set forth below. All such notices shall be deemed duly given if personally delivered, or if deposited in the United States mail, registered or certified return receipt requested, or upon receipt of facsimile transmission. Notice given as provided herein does not waive service of summons or process.

If to the County, to:

Attention: DuPage County
c/o Emergency Telephone System Board
421 County Farm Road
Wheaton, IL 60187

If to the Member, to:

Section 7.3 – Entire Agreement. This Agreement constitutes the entire agreement of the county on behalf of the ETSB and Member with respect to the subject matter hereof and supersedes all other prior and contemporary agreements, understandings, representations, negotiations, and commitments between Member and the county with respect to the subject matter hereof.

Section 7.4 – Approval Required and Binding Effect. This Agreement between the County on behalf of the ETSB and Member shall not become effective unless authorized by the County. This Agreement constitutes a legal, valid and binding agreement, enforceable against Member and, once duly authorized and executed as set forth herein, against the county.

Section 7.5 – Representations. Each party represents that it the authority to enter into this Agreement and undertake the duties and obligations contemplated by this Agreement and that it has taken or caused to be taken all necessary action to authorize the execution and delivery of this Agreement.

Section 7.6 – Covenant Not to Sue. The parties hereby covenant and agree that each shall not sue, institute, cause to be instituted or permit to be instituted on its behalf, or by or on behalf of its past, present or future officials, officers, employees, attorneys, agents or assigns, any proceeding or other action with or before any local, state and/or federal agency, court or other tribunal, against the other party, its board members, officers, commissioners, employees, attorneys, agents or assigns, arising out of, or from, or otherwise relating, directly or indirectly, to this Agreement to the extent authorized by law.

Section 7.7 – Indemnification. The parties hereby release and agree that each shall indemnify and hold harmless the other party and all of its present, former and future officers, including board members,

commissioners, employees, attorneys, agents and assigns from and against any and all losses, liabilities, damages, claims, demands, fines, penalties, causes of action, costs and expenses whatsoever, including, but not limited to, attorneys' fees and court costs, present or future, known or unknown, sounding in law or equity that arise out of or from or otherwise relate, directly or indirectly, to this Agreement or to the use of the DEDIR System to the extent authorized by law, including, but not limited to any injury or damage caused by the failure of the supplied equipment to function properly, the failure of radio transmissions to be accurately transmitted and/or received or the failure of the DEDIR System or the STARCOM21 System to operate as designed.

Section 7.8 – Amendments. This Agreement may be amended upon the written agreement of the parties.

WHEREFORE, the parties have signed and executed this Agreement as of the date written below in the County of DuPage, State of Illinois.

**EMERGENCY TELEPHONE SYSTEM
BOARD OF DUPAGE COUNTY:**

MEMBER:

Greg Schwarze
ETSB Chairman

By:
Title:

Date: _____

Date: _____


Attachment Listing

Attachment A – Equipment List

Attachment A
 DEDIRS 2022 Radio Replacement
 Warrenville Fire Inventory List Pricing

Radio Type	Quantity	Equipment Value	Amount ETSB Purchasing	Amount Agency Purchasing	ETSB Cost	Agency Cost
APX Next with - Remote Speaker Mic, Holster, 2 Batteries	0	\$ -	0	0	\$ -	\$ -
APX Next XN with - Remote Speaker Mic, Holster, 2 Batteries	36	\$ 317,030.40	36	0	\$ 317,030.40	\$ -
APX 4000 with - Remote Speaker Mic, Belt Clip, 2 Batteries, Single Charger	0	\$ -	0	0	\$ -	\$ -
Mobile (Dash Mount)	8	\$ 38,912.00	8	0	\$ 38,912.00	\$ -
Mobile (Dual Head)	5	\$ 27,621.80	5	0	\$ 27,621.80	\$ -
Mobile (Remote Head)	0	\$ -	0	0	\$ -	\$ -
APX Next Single Charger	12	\$ 1,380.00	12	0	\$ 1,380.00	\$ -
APX Next Multi Charger	4	\$ 3,840.00	4	0	\$ 3,840.00	\$ -
APX Next Car Charger	0	\$ -	0	0	\$ -	\$ -
Additional APX 4000 Single Charger	0	\$ -	0	0	\$ -	\$ -
APX 4000 Multi Charger	0	\$ -	0	0	\$ -	\$ -
Total (Radios)	49	\$ 383,564.20	49	0	\$ 383,564.20	\$ -
Total (Chargers)	16	\$ 5,220.00	16	0	\$ 5,220.00	\$ -
Overall Total	65	\$ 388,784.20	65	0	\$ 388,784.20	\$ -


Approval of Inventory List

Signature: 

Name: ANDREW DINA

Title: FIRE CHIEF

Date: NOV. 30, 2022

ETSB Signature: 

Equipment Delivery

Signature: _____

Name: _____

Title: _____

Date: _____

ETSB Signature: _____

Accepting credit card payments and electronic invoicing

BACKGROUND:

Outside of ambulance billing, the District currently takes payments in the form of cash or check for services such as fire prevention bureau fees, CPR classes, and ambulance standby events. Most check payments are received through postal mail, but some are received in person as well.

Invoices are created and manually sent to each entity or business. Logging payments, creating receipts, and tracking past due accounts is also a manual task that involves going through paper and electronic files on a weekly/monthly basis and calling each account to remind them that payment is due.

Sage is the accounting software currently used by the Fire District for recording revenue, bank reconciliations, tracking purchases and payments, budget analysis, and monthly reporting.

EXISTING ISSUES:

1. Invoices and receipts are processed manually using Word and/or Excel.
2. The date logged for payments does not always coincide with the actual bank deposits, which causes reports to differ from month-to-month.
 - a. For example, a check payment is received from the business and logged on October 31. The physical bank deposit is not able to be made until November 1. The reporting for both October and November will differ from the manual tracking system and Sage.
3. By having data tracked both manually and through Sage, the duplicate data entry results in inefficient workflows and poor customer service.
4. Reminders to customers about past due accounts are not consistent.
5. The majority of customers prefer to pay with a credit card or ACH.

SOLUTIONS TO EXISTING ISSUES:

1. Sage partners with Paya Payment Center to offer electronic invoicing and payments. Customizable templates are available in Sage that can be emailed directly to customers which include the invoice and “Pay Now” button. Receipts are also sent automatically.
2. Sage will be the main source for financial reporting, which provides increased data integrity.
3. Regardless of payment method, all payments auto-populate in the Accounts Receivable cash receipts in Sage. This results in significant time saving and increased productivity.
4. Reminders to customers about past due invoices are emailed automatically thru Sage.
5. The convenient and secure payment methods include credit cards, debit cards, and ACH. The majority of companies today accept credit cards as a standard method of payment.

COST:

There are no setup fees from Sage or Paya. There are processing fees associated with payments made via credit card or ACH. The District can choose to absorb the fees or pass on to the customer.

<i>FISCAL YEAR</i>	<i>REVENUE</i>	<i># OF TRANSACTIONS</i>	<i>ESTIMATED FEES</i>
FY21-22 (annual actual)	\$53,767.30	90	\$1,362.18
FY22-23 (6-mo actual)	\$6,176.00	24	\$159.20
FY22-23 (annual estimate)	\$12,352.00	48	\$318.40

RECOMMENDATION:

The District should pass a resolution to accept credit card and ACH payments using a PCI-compliant service connected to Sage.