

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

**Minutes of Trustee Meeting
October 16, 2024**

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, Trustee Al Thompson, Trustee Mike Karl, Fire Chief Andy Dina, Assistant Chief Joe Levy, and Administrative Assistant Jenna Reavy (left at 1713 hours, returned at 1717 hours).

Guests were Fire Marshal Carl Voda (left at 1708 hours, returned at 1717 hours), and Captain Bill Zabler (left at 1708 hours, returned at 1717 hours).

Absent were: Secretary Jeff Carstens and Financial Analyst Amber Nadeau

APPROVAL OF AGENDA

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

4 AYES 1 ABSENT MOTION CARRIED

PUBLIC HEARING FOR TRUTH IN TAXATION

At 1701 hours, a motion was made by Trustee Thompson, seconded by Trustee Pertell, to start the Truth in Taxation public hearing for Ordinance 24-02, ORDINANCE LEVYING AND ASSESSING TAXES OF THE WARRENVILLE FIRE PROTECTION DISTRICT, DUPAGE COUNTY, ILLINOIS, FOR 2024.

ROLL CALL
Carstens – ABSENT
Karl – AYE
Perkins – AYE
Pertell – AYE
Thompson – AYE
MOTION CARRIED

There is a 3% decrease from the previous year. There were no comments from the public.

At 1702 hours, a motion was made by Trustee Thompson, seconded by Trustee Pertell, to close the Truth in Taxation public hearing for Ordinance 24-02, ORDINANCE LEVYING AND ASSESSING TAXES OF THE WARRENVILLE FIRE PROTECTION DISTRICT, DUPAGE COUNTY, ILLINOIS, FOR 2024.

ROLL CALL:
Carstens – ABSENT
Karl – AYE
Perkins – AYE
Pertell – AYE
Thompson – AYE
MOTION CARRIED

PUBLIC COMMENTS

None.

APPROVAL OF MINUTES

A motion was made by Trustee Pertell, seconded by Trustee Thompson, to approve the regular minutes of the regular meeting on September 18, 2024 and the special minutes of the special meetings on September 10, 2024 and October 1, 2024.

4 AYES 1 ABSENT MOTION CARRIED

A motion was made by Trustee Pertell, seconded by Trustee Thompson, to approve the closed session minutes of the special meeting on October 1, 2024.

4 AYES 1 ABSENT 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 \$7,063,470.79 and an ending cash balance of \$8,546,901.88 as recorded in the September 2024 financial reports.

Chief Dina noted this was the biggest ending cash balance in the district’s history thus far.

Chief Dina noted the August ambulance revenues were \$135,327.85. The Fire Recovery revenue was \$2,207.60. There was no Fire Bureau revenue received in the month of September 2024.

Chief Dina noted the district is on track to meet its budgeted revenue goals for the year.

President Perkins noted that the IL Funds have already generated over \$23,000 in interest and gave special recognition to Financial Analyst Nadeau for her efforts with that.

A motion was made by Trustee Pertell, seconded by Trustee Karl, to accept the monthly accounting reports as presented.

ROLL CALL:
Carstens – ABSENT
Karl – AYE
Perkins – AYE
Pertell – AYE
Thompson – AYE
MOTION CARRIED

APPROVAL OF BILLS

Chief Dina noted the district is still waiting to receive the invoice from the City of Warrenville for the work done to the front apron.

OTHER FINANCE

None.

CLOSED SESSION

At 1708 hours, a motion was made by Trustee Pertell, seconded by Trustee Thompson, 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).

ROLL CALL:
Carstens – ABSENT
Karl – AYE
Perkins – AYE
Pertell – AYE
Thompson – AYE
MOTION CARRIED

Guests left for closed session and Administrative Assistant Reavy left at 1713 hours.

Closed session ended at 1716 hours.

FIRE CHIEF'S REPORT

Chief Dina reported there were 167 calls for service in the month of September 2024, which included 122 EMS calls and 45 fire and rescue calls.

Chief Dina reported there was one dive incident with Naperville Fire Dept. for a vehicle in a pond and one incident where a civilian was struck by a train.

Chief Dina and Assistant Chief Levy met with Central DuPage Hospital EMS and Edward/Endeavor EMS to discuss the new ambulance reporting software, Image Trend.

Chief Dina emceed the Metropolitan Fire Chiefs Association of Illinois annual symposium that was the biggest symposium in the organization's history.

Crews provided ambulance coverage for North Central Cross-Country meet at St James Farm.

Several Warrenville Fire personnel attended the Naperville Rotary Resiliency Tactics Workshop that was held at Little Friends facility in Warrenville.

The annual 9/11 Remembrance Ceremony was held at the fire station.

Chief Dina, President Perkins, Trustee Pertell, Trustee Karl, and Financial Analyst Nadeau attended the Illinois Fire Services Combined Conference in Peoria.

Chief Dina taught Cancer Prevention and Awareness in Champaign to a class of 70 students at the Illinois Fire Services Institute Basic Operations Fire Academy class.

Chief Dina attended and presented at the annual Firefighter Cancer Support Network Mentor Training Conference in Dallas, Texas.

Lieutenant LaForge conducted fire extinguisher training at the Northwestern surgical center to staff.

TRUSTEES

Trustee Pertell commented that she did not see the lights turned on over the apron during the Open House or Chief Dina's recognition reception. Chief Dina made note to make sure those are on and operational for future events.

Trustee Karl inquired about the state of the crew after the recent few traumatic calls. Chief Dina said he checked in on everyone and let them know of their resources if they should need them, but all have been faring well.

Trustee Thompson asked if Trustee Pertell was able to complete her DEI training yet, but it is not yet available.

President Perkins said she has reviewed the HR survey report and noted that they were only able to contact a few individuals. They also had similar suggestions to those stated in the district's strategic plan. Chief Dina commented that he did not have any glaring worries or surprises from the findings.

FIREFIGHTERS' APPRECIATION

Chief Dina and Administrative Assistant Reavy met with Courtyard Banquets to sign the event contract. The event will be held on March 8, 2025.

Trustee Thompson asked if the district has ever inquired to host the event elsewhere or in a different style. Chief Dina said he would be open to suggestions, but it is challenging with the location and capacity of the event.

ATTORNEY

None.

LOGISTICS

Assistant Chief Levy presented the Logistics Report.

TRAINING

Captain Zabler presented the Training Report. September had 888 training hours completed.

EMS

Assistant Chief Levy presented the EMS Report.

APPARATUS

Assistant Chief Levy presented the Apparatus Report. He also verified he is a COD preceptor.

FIRE BUREAU

Fire Marshal Voda presented the Fire Bureau Report. Fire Marshall Voda noted that Firefighter Slates put in a lot of good work organizing this year’s successful Open House.

PERSONNEL

Chief Dina noted the district still has two full-time vacancies and is waiting on a candidate to be have all the requirements from the eligibility list. The next round of eligibility testing will be hosted by National Testing Network instead of IO Solutions. Chief Dina noted that legally fire districts cannot do lateral transfers.

UNFINISHED BUSINESS

There was nothing to report about the capital cost reimbursement with the City of Warrenville.

Regarding his Friday Update report, President Perkins asked Chief Dina if he could organize the strategic plans goals differently, to see show better goals that are being worked on or completed. Chief Dina said that he plans on including the strategic plan goals and accomplishments in the annual report.

NEW BUSINESS

A motion was made by Trustee Thompson, seconded by Trustee Pertell, to approve Ordinance 24-02, ORDINANCE LEVYING AND ASSESSING TAXES OF THE WARRENVILLE FIRE PROTECTION DISTRICT, DUPAGE COUNTY, ILLINOIS, FOR 2024.

ROLL CALL:
Carstens – ABSENT
Karl – AYE
Perkins – AYE
Pertell – AYE
Thompson – AYE
MOTION CARRIED

Chief Dina said he, Assistant Chief Levy, and Administrative Assistant Reavy met with the district’s insurance broker, OneDigital, for health insurance renewals. The renewal increase came in at 3.32% and Chief Dina noted he was very happy with that. The percentage is also subject to a potential decrease from the 3.32% but Chief Dina is waiting to hear final numbers from OneDigital.

A motion was made by Trustee Thompson, seconded by Trustee Pertell, to approve the 3.32% insurance renewals or as adjusted at a lower percentage.

ROLL CALL:
Carstens – ABSENT
Karl – AYE
Perkins – AYE
Pertell – AYE
Thompson – AYE
MOTION CARRIED

Administrative Assistant Reavy submitted a grant request to the Firehouse Subs Public Safety Foundation for \$23,586.24 for one BullsEye Fire Extinguisher Training Package that was approved. Chief Dina said the request for \$25,000 covers shipping and possibly adding accessories for the training package.

A motion was made by Trustee Thompson, seconded by Trustee Karl, to approve the purchase of one BullsEye Fire Extinguisher Training Package with the cost not to exceed \$25,000.

ROLL CALL:
Carstens – ABSENT
Karl – AYE
Perkins – AYE
Pertell – AYE
Thompson – AYE
MOTION CARRIED

ADJOURNMENT

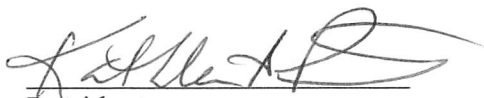
At 1759 hours, a motion was made by Trustee Thompson, seconded by Trustee Karl, to adjourn the meeting.

ROLL CALL:
Carstens – ABSENT
Karl – AYE
Perkins – AYE
Pertell – AYE
Thompson – AYE
MOTION CARRIED

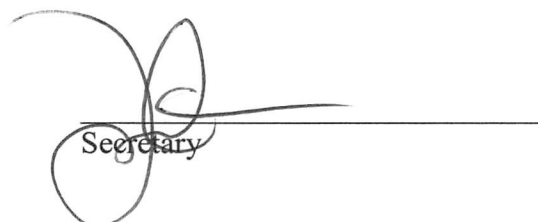
Present at the end of the meeting were President Kate Perkins, Treasurer Denise Pertell, Trustee Al Thompson, Trustee Mike Karl, Fire Chief Andy Dina, Assistant Chief Joe Levy, and Administrative Assistant Jenna Reavy.

Guests present at the end of the meeting were Fire Marshal Carl Voda and Captain Bill Zabler.

The meeting adjourned at 1759 hours.



President



Secretary