

Lisle-Woodridge Fire District
Board of Trustees Regular Meeting Minutes
Tuesday, August 28, 2018 5:00 p.m.
Station #51 / Headquarters 1005 School Street Lisle, IL

CALL TO ORDER

President Frank called the meeting of the Board of Trustees of the Lisle-Woodridge Fire District to order at 5:01 p.m. on Tuesday, August 28, 2018, at Station #51 and Headquarters, 1005 School Street, Lisle, Illinois.

ROLL CALL

In attendance were President Frank, Vice President Chaffin, Secretary Costin, Treasurer Perry, Trustee Moeller, Chief Krestan, Deputy Chief Demas, James Howard, Attorney Wargo and Recording Secretary McClain.

Also present: Maintenance Director Homerding, Battalion Chief Capua, Battalion Chief Mulford, Laura Babula of Knutte & Associates and Todd Schroeder of Lauterbach and Amen.

PLEDGE OF ALLEGIANCE

Don Cook led everyone in reciting the Pledge of Allegiance.

CONSENT AGENDA

President Frank asked if anyone wanted any items removed from the August 28, 2018 Omnibus Vote Agenda.

1. Approve June 26, 2018 Board of Trustee Regular Meeting Minutes
2. Approve July 5, 2018 Recurring A/P Expenditures - \$283,602.23
3. Approve Purchase Orders 06/27 through 07/24/2018 - \$15,546.55
4. Approve July Accounts Payable Expenditures - \$407,833.73 (inclusive of item #2)
5. Approve August 9, 2018 Recurring A/P Expenditures - \$280,679.10
6. Approve Purchase Orders 07/25 through 08/28/2018 - \$45,230.25
7. Approve August Accounts Payable Expenditures - \$342,881.59 (inclusive of item #5)
8. Approve Travel Expense – FRI Dallas, B/C Capua
9. Acknowledge Receipt of June and July 2018 Financial Reports

Secretary Costin read items 1 - 9 and made a motion to approve as the Omnibus Vote Agenda. Vice President Chaffin seconded the motion. The motion carried by a roll call vote (5 ayes – Costin, Chaffin, Moeller, Perry, Frank / 0 nays).

President Frank amended the agenda to address item #1 under New Business.

Certificate of Appreciation Presentation – Don Cook

President Frank invited Don Cook to join him along with the Board, Chief Krestan and Deputy Chief Demas in front. Don Cook introduced his family members.

President Frank thanked Don for his 48 years of service and presented him a Certificate of Appreciation plaque. Deputy Chief Demas presented a token of thanks for Don's fourteen years served volunteering as a member of the Pension Board.

Don Cook thanked everyone for the recognition.

FINANCIAL REPORT

- **Monthly Presentation**

James Howard summarized the Financial Report through July 31, 2018. The District received approximately 54 percent of property tax distributions. Treasurer Perry asked Mr. Howard to provide a summary of the IMET distributions. The overtime is at 93 percent of the budget. Discussion took place.

MATTERS OF THE PUBLIC

None.

OLD BUSINESS

None.

NEW BUSINESS

2017 Comprehensive Annual Financial Report (CAFR) Presentation

Laura Babula of Knutte & Associates summarized the 2017 Annual Audit Report. The Board asked questions and received answers regarding the audit.

Motion was made by Treasurer Perry, second by Trustee Moeller to accept the 2017 Comprehensive Annual Financial Report as presented. The motion carried by a roll call vote (5 ayes – Perry, Moeller, Costin, Chaffin, Frank / 0 nays).

Pension Board Report - Actuary Presentation

Todd Schroeder of Lauterbach & Amen presented the Pension Actuarial Report. The Pension levy recommendation is in the amount of \$5,474,055.00 which is based on the 100 percent funding policy approved by the Board of Trustees. Discussion took place.

Acknowledge Receipt of 2017 Treasurer's Report

Chief Krestan reported that the Treasurer's Report has been filed with the DuPage County Clerk.

Motion was made by Treasurer Perry, second by Trustee Moeller to acknowledge Receipt of the 2017 Treasurer's Report as presented. The motion carried by a roll call vote (5 ayes – Perry, Moeller, Costin, Chaffin, Frank / 0 nays).

First Reading of the Proposed Five-Year Extension of the Darien-Woodridge FD / Lisle-Woodridge FD Functional Cooperation Intergovernmental Agreement (IGA)

President Frank reported that in October a joint workshop is planned at Darien-Woodridge FPD and another at Lisle-Woodridge FPD. Discussion took place on items the Board would like to see as part of this intergovernmental agreement. Issues addressed were reserve vehicles, joint purchasing model, goals, investment managers, and measurements of efficiencies. Extensive discussion took place. Attorney Wargo will provide a short synopsis at the Lisle-Woodridge workshop on the consolidation process.

BOT Authorization for BOFC to Maintain Staffing Levels

Chief Krestan reported that this is to clarify authorization for hiring.

Motion was made by Trustee Moeller, second by Treasurer Perry to authorize the Board of Fire Commissioners to maintain budgeted staffing levels to address vacancies unless otherwise directed by the Board of Trustees. The motion carried by a roll call vote (5 ayes – Moeller, Perry, Costin, Chaffin, Frank / 0 nays).

BOT Authorization for BOFC Promotion

Chief Krestan reported that this item addresses filling the vacated Battalion Chief position.

Motion was made by Treasurer Perry, second by Secretary Costin to authorize the Board of Fire Commissioners to make a temporary (no more than 180 days annually) appointment to the rank of Battalion Chief to prevent a stoppage of public business, and to prevent material impairment of the Fire District. The motion carried by a voice vote with no dissension. (5 ayes / 0 nays).

Adopt Resolution No. 18-__ __ Authorizing the Disposition of Property Owned by the Lisle-Woodridge Fire Protection District and No Longer Needed for the District's Purpose

Chief Krestan summarized that this resolution is to dispose of a Skyjack Man Lift and a Cargo Mate Trailer.

Motion was made by Trustee Moeller, second by Secretary Costin to adopt Resolution No. 18-04 Authorizing the Disposition of Property Owned by the Lisle-Woodridge Fire Protection District and No Longer Needed for the District's Purpose. The motion carried by a roll call vote (5 ayes – Moeller, Costin, Perry, Chaffin, Frank / 0 nays).

Board of Fire Commissioners Report

Chief Krestan reported that the Captain Preliminary Promotion List #5 has been posted. The written exam is September 6th and we hope to have the Final list approved on September 19th. The ten new Firefighter/Paramedics hired start date is September 10th.

Pension Board Report

Deputy Chief Demas read into the minutes the Pension Levy request for the upcoming year is in the amount of \$5,474,055.00.

IAFPD / NIAFPD Report

Nothing to report.

DUCOMM Report

Chief Krestan reported DUCOMM is working on going live at the new facility.

Chief's Report: Summary and Administrative Calendar

Chief Krestan reported that Deputy Chief Demas continues to work with the Attorney on the VEBA modifications.

The Chief asked Battalion Chief Capua to update the Board on the Accreditation progress. B/C Capua reported that the uploading of documents will be finalized by the end of September. We hope to schedule a mock site visit in November and the actual site visit will take place either the week of December 2nd or December 9th. The hearing will take place March 12-15, 2019 at the CPSE Conference in Garden Grove, California. Battalion Chief Capua attended the Fire Rescue International Conference in Dallas, TX and gained an immense amount of knowledge.

Class Computing is distributing I-pads to the Trustees.

The Annual 9/11 Remembrance will include a special dedication ceremony for our 9/11 Memorial.

Chief Krestan reported that the downtown master plan is on-hold.

Trustee Items for Discussion

Perry – Best wishes to everyone with September birthdays. The thank you notes are very nice.

Moeller – Thank you to Governor Rauner for signing the bill to dissolve the Election Commission and Chairman Cronin for his efforts to achieve that.

Frank – Thanked Chief Krestan for his phenomenal presentation on Functional Cooperation at the DuPage County Board meeting. It was very well received by all.

CLOSED SESSION

None.

ADJOURNMENT

There being no further business to come before the Board, at 7:00 p.m. Trustee Moeller made a motion to adjourn the meeting. Secretary Costin seconded the motion. The motion carried by a voice vote with no dissension (5 ayes / 0 nays).

Respectfully submitted,



Joan K. Costin, Secretary
Board of Trustees