

**LISLE-WOODRIDGE FIRE DISTRICT**  
*Board of Trustees Regular Meeting Minutes*  
*Station #51 / Headquarters 1005 School Street Lisle, Illinois*  
*Tuesday, January 28, 2020 5:00 p.m.*

**CALL TO ORDER**

President Frank called the regular meeting of the Board of Trustees of the Lisle-Woodridge Fire District to order at 5:00 p.m. on Tuesday, January 28, 2020, at Station #51 and Headquarters, 1005 School Street, Lisle, Illinois.

**ROLL CALL**

In attendance were President Frank, Secretary Costin, Treasurer Perry, Trustee Wang, Chief Krestan, Deputy Chief Demas, Finance Director Howard, Attorney DiNolfo, Attorney Wargo, and Recording Secretary Marassa.

A group of firefighters and community leaders were also present, including EMS Coordinator Weaver, Fleet and Facility Director Homerding, Battalion Chief Capua, FM1 Kuecher, FM1 Martino, FM1 Ruffolo, and FM2 Schultz.

**PLEDGE OF ALLEGIANCE**

Chief Krestan led everyone in reciting the Pledge of Allegiance.

**CONSENT AGENDA**

President Frank asked if anyone wanted any items removed from the January 28, 2020 Consent Agenda.

1. Approve December 17, 2019 Board of Trustees Regular Meeting Minutes
2. Approve Purchase Orders 12/18/2019 through 01/28/2020 - \$147,641.61
3. Ratify Approval of January 9, 2020 Recurring A/P Expenditures - \$594,413.90
4. Approve January A/P Expenditures - \$1,042,494.39 (inclusive of item #3)
5. Acknowledge Receipt of December 2019 Financial Reports

Trustee Wang noted there was a vender error on the Purchase Orders 12/18/2019 through 01/28/2020. On page one, "Lisle Park District" should read "Air One Equipment Inc."

Secretary Costin read items 1 - 5 and made a motion to approve as the Omnibus Vote Agenda. Treasurer Perry seconded the motion. The motion carried by a roll call vote (4 ayes - Costin, Perry, Wang, Frank / 0 nays / 1 absent - Chaffin).

**FINANCIAL REPORT**

***Monthly Presentation***

Finance Director Howard reported on the financial report for the twelve months ended on December 31, 2019. The District spent 99% of the allotted 2019 budget, which was down 1.6% from 2018. Howard addressed Board of Trustee questions.

**MATTERS OF THE PUBLIC**

None.

## **OLD BUSINESS**

None.

## **NEW BUSINESS**

### ***Approval of District Auditor Selection - Illinois NFP Audit and Tax, LLP***

Finance Director Howard introduced the auditor RFP. Illinois NFP Audit and Tax, LLP is approximately \$21,000 less than the current firm and has extensive experience with fire departments. Trustee Wang made a motion to approve a one year agreement, with the option to add two additional years, for audit services with Illinois NFP Audit and Tax, LLP. Treasurer Perry seconded the motion. The motion carried by a roll call vote (4 ayes - Wang, Perry, Costin, Frank / 0 nays / 1 absent - Chaffin).

### ***Approval of IGA with the DOT of Illinois for Instillation of Emergency Vehicle Pre-Emption (EVP) System Equipment***

Chief Krestan introduced the proposed IGA with the DOT of Illinois. It is important to the District to have intersections protected and the EVP system equipment maintained. Secretary Costin made a motion to approve the Intergovernmental Agreement with the Department of Transportation of Illinois for the purchase and installation of Emergency Vehicle Pre-Emption System Equipment at the intersection of Park Blvd. and Butterfield Rd. in Glen Ellyn, Illinois. Trustee Wang seconded the motion. The motion carried by a roll call vote (4 ayes - Costin, Wang, Perry, Frank / 0 nays / 1 absent - Chaffin).

### ***Approval of Fire Apparatus Purchase - 2020 Pierce Pumper through HGAC Buy***

Deputy Chief Demas introduced the proposed fire apparatus purchase. If approved, the new Pierce Pumper would be similar in design to the current Engine 55 and would replace the current Engine 54; Engine 54 would be moved to reserve status. As part of the purchase, the District would trade in Ladder 51 and the current reserve engine. Staff is recommending utilizing the HGAC Buy program. U.S. Bancorp provided the best financing rates and customer service. Secretary Costin made a motion to approve the purchase of a 2020 Pierce Pumper through HGAC Buy. Treasurer Perry seconded the motion. The motion carried by a roll call vote (4 ayes - Costin, Perry, Wang, Frank / 0 nays / 1 absent - Chaffin).

### ***Amended - Approval of Fire Apparatus Finance and Purchase***

Secretary Costin made a motion to amend the prior motion to approve the purchase of a 2020 Pierce Pumper through HGAC Buy with financing through U.S. Bancorp. Trustee Wang seconded the motion. The motion carried by a roll call vote (4 ayes - Costin, Wang, Perry, Frank / 0 nays / 1 absent - Chaffin).

### ***Approval of Fire Apparatus Surplus and Sale - 105 foot 2006 Pierce Ladder Truck***

Deputy Chief Demas introduced the proposed fire apparatus surplus. The District received a quote for the as is sale of Ladder 51 for \$80,000. If approved, Ladder 51 will not be replaced. Treasurer Perry made a motion to approve the declaration of the 105 foot 2006 Pierce Ladder Truck as surplus and its subsequent sale. Secretary Costin seconded the motion. The motion carried by a roll call vote (4 ayes - Perry, Costin, Wang, Frank / 0 nays / 1 absent - Chaffin).

### ***Facilities Replacement Plan Funding Schedule Presentation***

Deputy Chief Demas presented the facilities replacement plan funding schedule. Deputy Chief Demas provided a document to track major consumables within the District's six buildings, noting

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the year the product was purchased and installed, current age, anticipated life, anticipated replacement cost, and the amortized cost of each item. Staff is researching options for Station 54. Deputy Chief Demas addressed Board of Trustee questions.

#### ***Board of Fire Commissioners Report***

Deputy Chief Demas reported the Board of Fire Commissioners met on Wednesday, January 8, 2020 for their regularly scheduled meeting. The College of DuPage firefighter consortium testing application process ends on Friday, January 31, 2020. The District is currently on candidate fifty-five of sixty-nine on the June 6, 2018 firemedic II final eligibility register. The Board of Fire Commissioners will hold their next regularly scheduled meeting on Wednesday, February 5, 2020.

#### ***Pension Board Report***

Deputy Chief Demas reported the Pension Board met on Monday, January 27, 2020. The pension fund is up 17.52% for FY 2019. The Pension Board chose not to rebalance. The Pension Board will hold their next regularly scheduled meeting on Monday, February 24, 2020.

#### ***IAFPD / NIAFPD Report***

Chief Krestan thanked the Board of Trustees for their attendance at the NIAFPD annual conference, held Thursday, January 23 - Saturday, January 25, 2020. President Frank was awarded the Presidential Service award from the NIAFPD Board of Directors for his impact on the committee.

#### ***DU-COMM Report***

Chief Krestan reported there have been DU-COMM challenges with 911, CAD, and fire station alerting over the past month. DU-COMM is working on a new risk analysis program for buildings. Going forward, Fire South will all be using the same general alarm tone.

#### ***Accreditation Report***

Chief Krestan reported staff met with *mySidewalk* staff to compile and analyze the District's data through 2015. The next step is to create a fire performance intelligence dashboard to begin tracking key performance metrics. As part of the annual compliance report process, staff reviewed financial resources and fire investigation.

#### ***Chief's Report: Summary and Administrative Calendar***

Chief Krestan provided a written report, including monthly operation reports. Legal has provided a draft of the updated Board of Trustees policy manual for trustee review. The new Medic 52 has been delivered and is being prepared for certification. The new vehicles from Enterprise have also arrived. Deputy Chief Demas is working with Navistar on a solution to the issues with Medic 55. Chief Krestan summarized the events of the shooting at the Humidor of Lisle on January 24, 2020. FM1 Martino was the first medic on scene and helped triage the situation. FM1 Martino provided his account of the event. Chief Krestan addressed Board of Trustee questions.

#### ***Trustee Items for Discussion***

- Treasurer Perry congratulated Chief Krestan on his appointment to the HOPE Taskforce. He thanked staff for all of their hard work and professionalism while working on large contracts.
- Secretary Costin enjoyed attending the Lisle Intergovernmental Meeting with the Chief at Benedictine University.
- Trustee Wang learned a lot at the NIAFPD Conference and thanked Ottosen Dinolfo Hasenbalg & Castaldo, Ltd. for their participation.

## **CLOSED SESSION**

At 6:29 p.m., Secretary Costin made a motion to go into closed session to discuss the semi-annual review of closed session meeting minutes (5 ILCS 120/2(c)(21)), appointment, employment, compensation, discipline, performance, or dismissal of specific employees or legal counsel (5 ILCS 120/2(c)(1)), collective negotiating matters (5 ILCS 120/2(c)(2)), and/or pending, probable, or imminent litigation (5 ILCS 120/2(c)(11)). Treasurer Perry seconded the motion. The motion carried by a roll call vote (4 ayes - Costin, Perry, Wang, Frank / 0 nays / 1 absent - Chaffin).

Having taken no action in closed session, President Frank reconvened the open session portion of the meeting at 6:48 p.m.

In attendance were President Frank, Secretary Costin, Treasurer Perry, Trustee Wang, Chief Krestan, Deputy Chief Demas, Attorney DiNolfo, Attorney Wargo, EMS Coordinator Weaver, Fleet and Facility Director Homerding, Battalion Chief Capua, and Recording Secretary Marassa.

### ***Semi-Annual Review of Closed Session Meeting Minutes***

Treasurer Perry made a motion to release for public viewing the closed session meeting minutes dated June 25, 2019, and to hold back from public viewing the closed session meeting minutes dated November 26, 2019. Trustee Wang seconded the motion. The motion carried by a roll call vote (4 ayes - Perry, Wang, Costin, Frank / 0 nays / 1 absent - Chaffin).


### ***Authorization for the Destruction of Verbatim Recordings of Closed Session Meetings***

Treasurer Perry made a motion to approve the destruction of closed session meeting verbatim recordings July 2018 and older, these being eighteen months prior to January 2020. Secretary Costin seconded the motion. The motion carried by a roll call vote (4 ayes - Perry, Costin, Wang, Frank / 0 nays / 1 absent - Chaffin).

## **ADJOURNMENT**

There being no further business to come before the Board, at 6:51 p.m., Trustee Wang made a motion to adjourn the meeting. Secretary Costin seconded the motion. The motion carried by a voice vote with no dissension (4 ayes / 0 nays / 1 absent).

Respectfully submitted,

  
Joan K. Costin, Secretary  
Board of Trustees