

LISLE-WOODRIDGE FIRE DISTRICT
Board of Trustees Regular Meeting Minutes
Station #51 / Headquarters 1005 School Street Lisle, Illinois
Tuesday, October 22, 2019 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, October 22, 2019, at Station #51 and Headquarters, 1005 School Street, Lisle, Illinois.

ROLL CALL

In attendance were President Frank, Vice President Chaffin, Secretary Costin, 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, Battalion Chief Capua, Battalion Chief Mulford, Acting Battalion Chief Munch, Union President FM1 Barnes, Lt. Saylor, and FM1 Lorence.

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 October 22, 2019 Consent Agenda.

1. Approve September 24, 2019 Board of Trustees Regular Meeting Minutes
2. Approve October 7, 2019 Board of Trustees Special Meeting Minutes
3. Approve Purchase Orders 9/25/2019 through 10/22/2019 - \$33,452.00
4. Ratify Approval of October 3, 2019 Recurring A/P Expenditures - \$334,352.45
5. Approve October A/P Expenditures - \$387,369.74 (inclusive of item #4)
6. Acknowledge Receipt of September 2019 Financial Reports

Vice President Chaffin read items 1 - 6 and made a motion to approve as the Omnibus Vote Agenda. Secretary Costin seconded the motion. The motion carried by a roll call vote (4 ayes - Chaffin, Costin, Wang, Frank / 0 nays / 1 absent - Perry).

FINANCIAL REPORT

Monthly Presentation

Finance Director Howard reported on the financial report for the nine months ended on September 30, 2019. Director Howard addressed Trustee questions.

2020 Budget Workshop Presentation Follow-Up

Finance Director Howard reviewed the Lisle-Woodridge Fire District proposed budget for the twelve months ended December 31, 2020. This presentation included the District's balanced budget, revenues, expenditures, fund balance, and financial forecast. Director Howard addressed Trustee questions, and discussion took place.

MATTERS OF THE PUBLIC

Union President FM1 Joe Barnes thanked Trustee Wang for joining him on Saturday, October 5, 2019 at Fire Ops 101. It was a successful event.

OLD BUSINESS

Review and Ratify the GEMT Intergovernmental Agreement

Vice President Chaffin made a motion to ratify the Intergovernmental Agreement between The Department of Healthcare and Family Services and The Lisle-Woodridge Fire District. Secretary Costin seconded the motion. The motion carried by a roll call vote (4 ayes - Chaffin, Costin, Wang, Frank / 0 nays / 1 absent - Perry).

NEW BUSINESS

Approval of the BOT 2020 Meeting Schedule

Secretary Costin made a motion to approve the Board of Trustees 2020 meeting schedule. Vice President Chaffin seconded the motion. The motion carried by a voice vote (4 ayes / 0 nays / 1 absent).

ComEd Energy Efficiency LED Lighting Program Presentation

Deputy Chief Demas introduced the ComEd Energy Efficiency LED Lighting Program. The District is looking to replace all of the lighting and fixtures in its six buildings with high efficiency LED lighting. This would result in the consumption of approximately seventy-five percent less energy. After reviewing the Request For Proposal (RFP) responses from three ComEd-approved vendors, staff recommended contracting with Twin Supplies LTD to supply and install LED lighting for all Lisle-Woodridge Fire District buildings. Grants from ComEd to reduce the cost of purchasing new fixtures and lighting would cover fifty-four percent of the initial purchase price. The return on the investment is expected to be twenty-four to twenty-six months due to lowered electricity usage. DC Demas addressed Trustee questions, and discussion took place.

Discussion on Fixed Asset Manager RFI with Possible Board Action

Finance Director Howard introduced the Fixed Asset Manager Request For Information (RFI) responses. Two firms met the requirements. Staff recommended approval of Sage to manage the District's fixed asset portfolio not to exceed two million dollars. Sage will charge approximately fifteen basis points. The Board will need to update its investment policy to allow for Sage to operate as the manager, while still keeping the Board informed of all investments. Director Howard addressed Trustee questions, and discussion took place. The Board decided to table the discussion for the Tuesday, November 26, 2019 regular meeting.

Board of Fire Commissioners Report

Chief Krestan reported the Board of Fire Commissioners met on Thursday, October 17, 2019. The Commissioners interviewed four new FireMedic II candidates. The Commissioners will meet on Wednesday, November 6, 2019 and vote on offering conditional letters of employment to the four FireMedic II candidates.

Pension Board Report

Deputy Chief Demas reported the Pension Board will meet on Monday, November 25, 2019. FF1 Fred Mitchell retired and had his Honor Guard flag ceremony on Friday, October 18, 2019. FM1

Michael Egan will be retiring and have his Honor Guard flag ceremony on Friday, November 1, 2019.

IAFPD / NIAFPD Report

President Frank reported Lisle-Woodridge Fire District will host the NIAFPD fall seminar on Saturday, October 26, 2019.

DUCOMM Report

Chief Krestan reported the Board of Directors approved the proposed funding formula. The new formula splits the cost evenly between Equalized Assessed Value (EAV) and call volume. The new formula will increase the District's costs, with a projected cost of \$272,961 for fiscal year 2020. Also, as of Tuesday, October 22, 2019 at approximately 4:00 p.m., the fire station alerting system has been switched over to the digitized Samantha.

Accreditation Report

Chief Krestan reported, through the accreditation process, staff created the Effective Response Force Analysis which tracks all of the performance measurements of a call to see if they are pertinent. Staff has been working diligently to create a comprehensive monthly and annual performance report.

Chief's Report: Summary and Administrative Calendar

Chief Krestan provided a written report. The District received a \$1000 grant from Illinois American Water for fire prevention activities. Chief Krestan was appointed to the DuPage County Heroin/Opioid Prevention and Education (HOPE) Task Force. On Thursday, November 7 at 6:00 p.m., the District will be hosting the Annual Awards Night at Station 51. The district's 75th Anniversary and agency accreditation will also be celebrated that evening. The Chief ordered a Safety Stand Down for the District for two weeks to help focus on safety issues. Chief Krestan addressed Trustee questions, and discussion took place.

Trustee Items for Discussion

- Trustee Wang thanked FM1 Barnes and FM1 Lorence for assisting her at Fire Ops 101. It gave her a good appreciation for what a firemedic goes through on a daily basis.
- Secretary Costin has enjoyed the numerous fire prevention events the District has participated in recently, including attending the IFSA luncheon, riding in Engine 55 with FM2 Eisele in the Silent Parade, listening to FM1 DeTolve's AED presentation at the Lisle intergovernmental meeting, and participating in the Board of Fire Commissioners FireMedic II candidate interviews.
- President Frank enjoyed the community thank you letters and the Domino's smoke detector free pizza event.

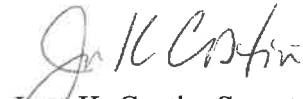
CLOSED SESSION

None.

ADJOURNMENT

There being no further business to come before the Board, at 6:20 p.m., Secretary Costin made a motion to adjourn the meeting. Vice President Chaffin 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