

**LISLE-WOODRIDGE FIRE DISTRICT**  
*Board of Trustees Regular Meeting Minutes*  
**Station #51 / Headquarters 1005 School Street Lisle, Illinois**  
**Tuesday, November 26, 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, November 26, 2019, 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 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, Battalion Chief Gray, Union President FM1 Barnes, FM1 Slater, FM1 Meseth, FM1 Kuecher, and civilian John Homerding.

**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 November 26, 2019 Consent Agenda.

1. Approve October 22, 2019 Board of Trustees Regular Meeting Minutes
2. Approve Purchase Orders 10/23/2019 through 11/26/2019 - \$24,932.60
3. Ratify Approval of November 7, 2019 Recurring A/P Expenditures - \$300,840.59
4. Approve November A/P Expenditures - \$1,295,425.67 (inclusive of item #3)
5. Acknowledge Receipt of October 2019 Financial Reports

Vice President Chaffin 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 (5 ayes - Chaffin, Perry, Costin, Wang, Frank / 0 nays).

**FINANCIAL REPORT**

***Monthly Presentation***

Finance Director Howard reported on the financial report for the ten months ended on October 31, 2019. The District is over the yearly overtime budget at 112%, but decreased about 30% from this time last year. This is partially due to deploying firefighters to help with hurricane flood relief earlier in the year. Director Howard addressed Trustee questions, and discussion took place.

**MATTERS OF THE PUBLIC**

None.

## **OLD BUSINESS**

### ***Approval of Twin Supplies LTD for ComEd Energy Efficiency LED Lighting Program***

If approved, Twin Supplies LTD would replace all of the lightbulbs and fixtures of the six District buildings. ComEd has a rebate program which would offset fifty-four percent of the installation cost of the fixtures. There is an expected twenty-four to twenty-six month return on the investment. Vice President Chaffin made a motion to approve Twin Supplies LTD to supply and install LED lighting for all Lisle-Woodridge Fire District buildings. Treasurer Perry seconded the motion. The motion carried by a roll call vote (5 ayes - Chaffin, Perry, Costin, Wang, Frank / 0 nays).

## **NEW BUSINESS**

### ***Public Hearing on Ordinance No. 19-01 Budget and Appropriations for FY 2020***

President Frank opened the Public Hearing at 5:12 p.m. Ordinance No. 19-01 Budget and Appropriations for FY 2020 has been made available to the public for over thirty days. President Frank asked if there were any comments from the public regarding the 2020 Budget. There was no public comment. President Frank closed the Public Hearing at 5:13 p.m.

### ***Approval of Ordinance No. 19-01 Budget and Appropriations and Certificate of Revenues for FY 2020***

Treasurer Perry made a motion to approve Ordinance No. 19-01 Budget and Appropriations and Certificate of Revenues for FY 2020. Secretary Costin seconded the motion. The motion carried by a roll call vote (5 ayes - Perry, Costin, Chaffin, Wang, Frank / 0 nays).

### ***Approval of Ordinance No. 19-02 Truth in Taxation Finding***

The Board of Trustees is not required to submit a truth in taxation finding, but it has been the policy of the District to do so. Vice President Chaffin made a motion to approve Ordinance No. 19-02 Truth in Taxation as presented. Treasurer Perry seconded the motion. The motion carried by a roll call vote (5 ayes - Chaffin, Perry, Costin, Wang, Frank / 0 nays).

### ***Approval of Recertification of Investment Policy***

Finance Director Howard introduced the proposed change to Section 8 of the current investment policy of the District. If approved, this change would allow for a broker to make investments on the District's behalf based on the set strategy. The investments would be reviewed in monthly statements. Secretary Costin made a motion to approve the recertification of the Investment Policy. Vice President Chaffin seconded the motion. The motion carried by a roll call vote (5 ayes - Costin, Chaffin, Perry, Wang, Frank / 0 nays).

### ***Approval of Sage as Fixed Asset Manager***

The Board decided to table the discussion regarding approving Sage to manage the District's fixed asset portfolio for the Tuesday, December 17, 2019 regular meeting.

### ***Approval of Connor & Gallagher Insurance Renewal***

Chief Krestan introduced the proposed Connor & Gallagher insurance renewal for 2019-2020. If approved, the premium would have a 2.4 percent decrease from the current rate. Treasurer Perry made a motion to approve renewal of the Connor & Gallagher workers compensation and liability insurance policies to the amount of \$709,299 as presented. Trustee Wang seconded the motion. The motion carried by a roll call vote (5 ayes - Perry, Wang, Costin, Frank / 0 nays / 1 abstain - Chaffin).

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

Chief Krestan reported the Board of Fire Commissioners met on Wednesday, November 6, 2019. The Commissioners offered conditional letters of employment to four new FireMedic II candidates, including #33, #39, #52, and #54. Candidate #52 declined the District's offer; therefore, there will be three new FireMedic II candidates attending the new hire swearing in ceremony on Monday, December 2, 2019. The 2020 Board of Fire Commissioners meeting dates were approved, and Deputy Chief Demas will be the BOFC liaison moving forward. The Wednesday, December 4, 2019 regular meeting has been cancelled.

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

Deputy Chief Demas reported the Pension Board met on Monday, November 25, 2019. The Pension Board discussed the 2019 third quarter review. The net position of the pension fund as of January 2019 was \$62,800,000. Current assets as of November 25, 2019 were \$72,400,000. Service pensions for FF1 Fred Mitchell and FM1 Michael Egan were approved. Three new employees have been approved to the fund as well. The proposed Illinois pension consolidation bill was discussed.

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

Chief Krestan reported the NIAFPD will be holding its annual conference Thursday, January 23 - Saturday, January 25, 2020.

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

Chief Krestan reported DU-COMM has faced some challenges but is working through the new CAD and station alerting system. The new station alerting equipment is working well. Committees have developed to better the processes and increase consistency amongst agencies. Battalion Chief Gray reported the District is now being notified earlier, which allows companies to get out the door quicker, which will help decrease the average response time.

### ***Accreditation Report***

Chief Krestan reported the District is looking to purchase a software program, *mySidewalk*, a fire performance intelligence dashboard that tracks key performance metrics consistent with accreditation. If approved, *mySidewalk* would be used to collect data, to compile the data in a useable format, and to create a comprehensive monthly and annual performance report. As the program currently functions, the data is static; it does not collect information live. Therefore, a viewer would not be able to see data in real time. But, the software is user friendly and has numerous positive references from local fire departments. Chief Krestan addressed Trustee questions, and discussion took place.

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

Chief Krestan provided a written report, including monthly operation reports, a contract negotiation update, the health insurance RFP, an annexation update, and information regarding Tactical Athlete. The Tactical Athlete program is offered through the District's current insurance provider and charges \$1200.85 per claim to workers compensation if an individual chooses to participate. The DuPage HOPE Task Force will be hosting a town hall meeting and NARCAN training at Benedictine University on Saturday, December 7, 2019. Our Kids' Christmas Party will also take place on Saturday, December 7, 2019. The District received news Retired Fire Prevention Bureau Chief Bob Coultas has passed away. Chief Krestan addressed Trustee questions, and discussion took place.

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

- Treasurer Perry was pleased by all the hard work accomplished on the lighting project.
- Secretary Costin enjoyed the Veterans Day program, saw several District employees in attendance, and was pleased to meet the female paramedic intern from the College of DuPage. Secretary Costin also thanked DU-COMM for their hard work and excellent customer service.
- President Frank appreciated the community thank you letters.

### **CLOSED SESSION**

At 5:55 p.m., President Frank made a motion to go into closed session to discuss 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). Vice President Chaffin seconded the motion. The motion carried by a roll call vote (5 ayes - Frank, Chaffin, Costin, Perry, Wang, / 0 nays).


Having taken no action in closed session, President Frank reconvened the open session portion of the meeting at 7:05 p.m.

Present: President Frank, Vice President Chaffin, Secretary Costin, Treasurer Perry, Trustee Wang, Chief Krestan, Finance Director Howard, and Attorney Wargo.

### **ADJOURNMENT**

There being no further business to come before the Board, at 7:07 p.m., Treasurer Perry 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