

LISLE-WOODRIDGE FIRE DISTRICT
Board of Trustees Regular Meeting Minutes
Station #51 / Headquarters 1005 School Street Lisle, Illinois
Tuesday, April 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, April 28, 2020, at Station #51 and Headquarters, 1005 School Street, Lisle, Illinois.

ROLL CALL

In attendance were President Frank, Vice President Chaffin, Secretary Costin (via conference call), Treasurer Perry (via conference call), Trustee Wang, Chief Krestan, Deputy Chief Demas, Finance Director Howard (via conference call), Attorney DiNolfo, and Recording Secretary Marassa.

Also present was EMS Coordinator Weaver.

PLEDGE OF ALLEGIANCE

EMS Coordinator Weaver led everyone in reciting the Pledge of Allegiance.

OPEN MEETINGS ACT

Station #51 / Headquarters is currently closed to the public due to the COVID-19 Pandemic. Members of the public who wish to provide public comment may do so through the following methods:

- Email the comment to the Board of Trustees at lwfdinfo@lwfd.org by 3:00 p.m. on Tuesday, April 28, 2020.
- Call 630-353-3062 to leave a voicemail message with the comment by 3:00 p.m. on Tuesday, April 28, 2020.
- Virtual attendance with live meeting audio only will be available via Zoom. For phone-in attendance, call 1-312-626-6799. Meeting ID: 830 3060 2392. Password: 099842.

Vice President Chaffin made a motion to allow telephonic attendance by Trustees and other participants in accordance with COVID-19 Executive Order No. 5, signed March 16, 2020 by JB Pritzker, Governor, and State of Illinois. Trustee Wang seconded the motion. The motion carried by a roll call vote (5 ayes - Chaffin, Wang, Costin, Perry, Frank / 0 nays).

NEW BUSINESS

Acknowledge Board of Trustees' Reappointment For a Service Term of Three (3) Years Affective April 2020 and Commencing on April 30, 2023 – Chad Chaffin and Joan Costin

Chad Chaffin and Joan Costin were reappointed to the Lisle-Woodridge Fire District Board of Trustees by the DuPage County Board.

Reconstitution of the Board of Trustees Due to Appointment (70 ILCS 705/6(a))

Trustee Wang nominated Brent Frank as President, Chad Chaffin as Vice President, John Perry as Treasurer, and Joan Costin as Secretary. President Frank asked if there were any other nominations

three times. Treasurer Perry made a motion to close the nominations. Vice President Chaffin seconded the motion. The motion carried by a voice vote with no dissension (5 ayes / 0 nays).

Trustee Wang made a motion to elect Officers Brent Frank as President, Chad Chaffin as Vice President, John Perry as Treasurer, and Joan Costin as Secretary. Treasurer Perry seconded the motion. The motion carried by a roll call vote (5 ayes - Wang, Perry, Chaffin, Costin, Frank / 0 nays).

CONSENT AGENDA

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

1. Approve March 24, 2020 Board of Trustees Regular Meeting Minutes
2. Approve Purchase Orders 03/25/2020 through 04/28/2020 - \$20,148.96
3. Ratify Approval of April 9, 2020 Recurring A/P Expenditures - \$360,605.88
4. Approve April A/P Expenditures - \$470,475.73 (inclusive of item #3)
5. Acknowledge Receipt of March 2020 Financial Reports

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

FINANCIAL REPORT

Monthly Presentation

Finance Director Howard reported on the monthly financials for the three months ended March 31, 2020. The District has received the Medicare allocation stimulus in the amount of \$39,063. The District is beginning to receive funds from the GEMT program for Medicaid ambulance billing thus far in the amount of \$20,675. Ambulance fees and overtime costs are currently trending downwards from this time last year. Finance Director Howard addressed Board of Trustee questions.

MATTERS OF THE PUBLIC

Station #51 was closed to the public due to the COVID-19 Pandemic. Members of the public who wished to provide public comment were given the option to email their comment to the Board of Trustees or call to leave a voicemail message with their comment by 3:00 p.m. on Tuesday, April 28, 2020. Notice was posted at Station #51, on the District's website, and on the District's Facebook account. The District received no public comments via email nor voicemail message.

OLD BUSINESS

Facilities Replacement Plan Funding Schedule Discussion

The Trustees have tabled discussing the current Facilities Replacement Plan funding schedule until budgeting is addressed.

Ambulance Billing and Fee Schedule Discussion

The Trustees have tabled discussing the ambulance billing and fee schedule until the COVID-19 Pandemic has passed.

NEW BUSINESS

Approve Ordinance No. 20-01 an Ordinance Amending the Policy Manual of the Lisle-Woodridge Fire Protection District to Authorize Remote Attendance at Meetings by its Board of Trustees

Vice President Chaffin made a motion to approve Ordinance No. 20-01, An Ordinance Amending the Policy Manual of the Lisle-Woodridge Fire Protection District to Authorize Remote Attendance at Meetings by its Board of Trustees. Trustee Wang seconded the motion. The motion carried by a roll call vote (5 ayes - Chaffin, Wang, Costin, Perry, Frank / 0 nays).

Adopt Resolution No. 20-01 A Resolution Relative to the Coronavirus (COVID-19) and the Families First Coronavirus Response Act (FFCRA)

Vice President Chaffin made a motion to adopt Resolution No. 20-01, A Resolution Relative to the Coronavirus (COVID-19) and the Families First Coronavirus Response Act (FFCRA). Trustee Wang seconded the motion. The motion carried by a roll call vote (5 ayes - Chaffin, Wang, Costin, Perry, Frank / 0 nays).

Approve Status Quo Fire Chief Employment Agreement Extension of 120 days with Keith A. Krestan

Secretary Costin made a motion to continue the appointment of Chief Krestan as Chief of the Lisle-Woodridge Fire Protection District for 120 days under the same terms as set forth in his current contract. Treasurer Perry seconded the motion. The motion carried by a roll call vote (5 ayes - Costin, Perry, Chaffin, Wang, Frank / 0 nays).

Acknowledge Receipt of Government Finance Officers Association: Award for Outstanding Achievement in Popular Annual Financial Reporting; Annual Financial Report, Fiscal Year Ended December 31, 2018 and Certificate of Achievement for Excellence in Financial Reporting; Comprehensive Annual Financial Report, Fiscal Year Ended December 31, 2018

The Lisle-Woodridge Fire District finance department has earned the Government Finance Officers Association (GFOA)'s Award for Outstanding Achievement in Popular Annual Financial Reporting for the annual financial report (PAFR) of fiscal year ended December 31, 2018. Finance Director Howard and the department have also earned the GFOA's Certificate of Achievement for Excellence in Financial Reporting for the comprehensive annual financial report (CAFR) of fiscal year ended December 31, 2018.

Board of Fire Commissioners Report

Deputy Chief Demas reported the Board of Fire Commissioners did not meet on Wednesday, April 1, 2020 for their regularly scheduled meeting. The College of DuPage has cancelled any new firefighter consortium testing due to the COVID-19 Pandemic and the temporary closing of the College of DuPage. This will cause a delay in the creation of a new 2020 FireMedic II eligibility register. Staff is currently interviewing FireMedic II candidates from the June 6, 2018 eligibility register. The Board of Fire Commissioners will hold their next regularly scheduled meeting in person and remotely on Wednesday, May 6, 2020.

Pension Board Report

Deputy Chief Demas reported the Pension Board did not meet on Monday, April 27, 2020 for their regularly scheduled meeting. At the next Pension Board meeting, UBS will be reviewing investments, and Todd Schroeder of Lauterbach & Amen will be discussing the draft actuarial report. Last year's employer contribution of 100% was \$5.9 million, whereas this year's

contribution is estimated to be \$7.0 million. The Pension Board will hold a special meeting in person and remotely on Wednesday, May 27, 2020.

IAFPD / NIAFPD Report

President Frank reported the IAFPD annual conference in Peoria scheduled for June 27-29 was cancelled.

DU-COMM Report

Chief Krestan reported DU-COMM has been meeting remotely and tracking the COVID-19 Pandemic. There have been recent PURVIS and CAD issues which are being addressed.

Accreditation Report

Chief Krestan reported there will ideally be a *mySidewalk* dashboard review at the May Board of Trustees meeting. The Annual Compliance Report deadline has been delayed until October 2020.

Chief's Report: Summary and Administrative Calendar

Chief Krestan provided a written report, including monthly operation reports. The District has a tentative contract agreement with Local 2986. The Local will be hold a ratification meeting, and then the contract will hopefully be before the Board at the May meeting for approval. Karl Schmidt submitted a letter of separation from the District. A deal has been worked out with Navistar regarding the ambulance. Chief Krestan addressed Board of Trustee questions.

Trustee Items for Discussion

- Treasurer Perry appreciates the social media content and receives a lot of positive feedback when he shares it.
- President Frank was pleased with receiving both the PAFR and CAFR awards.

CLOSED SESSION

None.

ADJOURNMENT

There being no further business to come before the Board, at 5:30 p.m., Vice President Chaffin made a motion to adjourn the meeting. Treasurer Perry 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