

**Lisle-Woodridge Fire District**  
*Board of Trustees Regular Meeting Minutes*  
*Tuesday, September 25, 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 5:02 p.m. on Tuesday, September 25, 2018, at Station #51 and Headquarters, 1005 School Street, Lisle, Illinois.

**ROLL CALL**

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

Also present: Battalion Chief Capua, Battalion Chief Chmelik and the ten newly hired candidates. Vice President Chaffin was absent and excused.

**PLEDGE OF ALLEGIANCE**

Everyone joined in reciting the Pledge of Allegiance.

President Frank welcomed the newest members of the District. Each candidate introduced themselves.

**CONSENT AGENDA**

President Frank asked if anyone wanted any items removed from the September 25, 2018 Omnibus Vote Agenda.

1. Approve August 28, 2018 Board of Trustee Regular Meeting Minutes
2. Approve September 6, 2018 Recurring A/P Expenditures - \$289,291.47
3. Approve Purchase Orders 08/29 through 09/25/2018 - \$24,786.36
4. Approve September Accounts Payable Expenditures - \$390,756.67 (inclusive of item #2)
5. Acknowledge Receipt of August 2018 Financial Reports

Trustee Moeller 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 – Moeller, Perry, Costin, Frank / 0 nays / 1 absent - Chaffin).

**FINANCIAL REPORT**

• **Monthly Presentation**

James Howard reminded the Board of the Budget Workshop on October 2, 2018. Mr. Howard summarized the Financial Report through August 31, 2018. The District received approximately 72 percent of property tax distributions. Ambulance receipts are averaging approximately \$177,000.00 per month. The overtime should return to normal in December. Insurance has decreased 8% from last year. We are on trend in terms of our Budget.

Treasurer Perry said he appreciated receiving the summary of IMET distributions. He also stated that the electricity aggregation is doing quite nicely.

**MATTERS OF THE PUBLIC**

None.

**OLD BUSINESS**

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

Treasurer Perry suggested preparing a summary of past suggestions. Chief Krestan will post the Workshop Presentation on our website. The first joint workshop with Darien-Woodridge Fire District is scheduled for October 17, 2018 at 5:45 p.m. at Darien-Woodridge Station #89. The October 23<sup>rd</sup> joint meeting will be hosted by Lisle-Woodridge at Station #51 at 4:15 p.m.

**NEW BUSINESS**

*Approve DuPage County Letter of Intent and Memorandum of Understanding (MOU) for Lisle-Woodridge Fire District to Participate in the Fire Station Alerting System Project (FSAS)*

Chief Krestan reported that the DuPage County ETSB is installing a common fire station alerting intercom system in all the fire departments at no cost. The Letter of Intent is to ensure that we are interested in the process and the Memorandum of Understanding outlines each agencies responsibility. Legal has reviewed both documents. Discussion took place.

Motion was made by Trustee Moeller, second by Secretary Costin to approve the DuPage County Letter of Intent and Memorandum of Understanding for Lisle-Woodridge Fire District to participate in the Fire Station Alerting System Project. The motion carried by a roll call vote (4 ayes – Moeller, Costin, Perry, Frank / 0 nays / 1 absent - Chaffin).

*Approve the Purchase Order of Communication Zone Inc. to Complete the Installation of the ETSB Station Alerting Equipment*

Chief Krestan reported that in order to install the alerting system the electrical has to be connected in the correct place. ETSB conducted the bidding process and the contractor was chosen. Attorney Ottosen stated that this approach is acceptable.

Motion was made by Secretary Costin, second by Treasurer Perry to approve the purchase order of Communication Zone Inc. to complete the ETSB station alerting equipment installation at a cost not to exceed \$27,000.00. The motion carried by a roll call vote (4 ayes – Costin, Perry, Moeller, Frank / 0 nays / 1 absent - Chaffin).

Items #3 and #4 will be discussed in Closed Session.

*Approve Resolution No. 18-\_\_\_ \_\_\_ Relating to a Retiree Healthcare Funding Plan and Administrative Service Agreement Between Babbitt Municipalities Inc. and Lisle-Woodridge Fire Protection District Retirement Insurance Benefits Fund*

Deputy Chief Demas summarized the steps that have been taken to modify the existing VEBA Plan. Each participant will be able to manage their own account effectively. The plan was approved by the VEBA Board to become an employer sponsored plan. The Board of Trustees originally approved the Trust Document and this is an amendment to the Trust Document which requires Board action. Discussion took place.

Motion was made by Treasurer Perry, second by Trustee Moeller to approve Resolution 18-05 relating to a retiree healthcare funding plan and administrative service agreement between Babbitt Municipalities Inc. and LWFPD Retirement Insurance Benefits Fund. The motion carried by a roll call vote (4 ayes – Perry, Moeller, Costin, Frank / 0 nays / 1 absent - Chaffin).

President Frank and Treasurer Perry thanked the VEBA Board for all their hard work in putting this plan together for the members.

*Board of Fire Commissioners Report*

Chief Krestan reported that at a Special Meeting on September 19<sup>th</sup> the Commissioners approved the Captain's Preliminary Promotion List #6. The candidates waived military points and the Commissioners were able to post the Final Captain's Eligibility Promotion List.

*Pension Board Report*

Deputy Chief Demas reported on the September 24<sup>th</sup> Pension meeting.

*IAFPD / NIAFPD Report*

Lisle-Woodridge is hosting the NIAFPD Seminar on October 20<sup>th</sup> at 8:00 a.m.

*DUCOMM Report*

Chief Krestan reported that the new facility is operational. However, the new CAD system is going to be delayed until September of next year.

*Chief's Report: Summary and Administrative Calendar*

The Chief reported that the joint meeting with Darien-Woodridge will take place on October 17<sup>th</sup> at 5:45 p.m. and October 23<sup>rd</sup> at 4:15 p.m. as previously discussed. Fire Prevention received a FEMA Grant which will be used for training personnel and instituting a tablet-based inspection program. The 9/11 Memorial is complete and the Foreign Fire Board has agreed to share in the cost. There are a number of activities that are taking place in October that require an RSVP. October 10<sup>th</sup> we will be hosting a Narcan event in conjunction with Benedictine University.

*Trustee Items for Discussion*

*Perry* – The Narcan collaboration is very important for the future of the Fire District. The 9/11 Memorial Ceremony was very impressive in its simplicity. It would be helpful for the Board to receive a report on the diversity effort. Just came back from International City/County Management Association Annual Conference in Baltimore and will have some information to share. Congratulations to B/C Capua for meeting requirements for the Chief Officers Training.

*Costin* – Thank you for the invitation for a flu shot. Also, for sharing activities on social media.

*Frank* – Thanked Chief Krestan for his year-long efforts on the 9/11 Memorial. Next month he would like to see an update on accreditation. Awards night is October 11<sup>th</sup>.

**CLOSED SESSION**

At 5:52 p.m. motion was made by President Frank, second by Treasurer Perry to go into closed session for the semi-annual review of closed session meeting minutes and audio recordings (5 ILCS 120/2 (c) 11), to discuss appointment, employment, compensation, discipline, performance or dismissal of specific employees or legal counsel (5 ILCS 120/2 (c) 1), and collective negotiating matters (5 ILCS 120/2 (c) 2). The motion carried by a roll call vote (4 ayes – Frank, Perry, Moeller, Costin / 0 nays / 1 absent - Chaffin).

Having taken no action in closed session, President Frank reconvened the open session portion of the meeting at 6:12 p.m.

Present: President Frank, Secretary Costin, Treasurer Perry, Trustee Moeller, Chief Krestan, Deputy Chief Demas, James Howard, Attorney Ottosen, Attorney Wargo and Recording Secretary McClain.

*Approve One Year Extension of the Current Collective Bargaining Agreement (CBA)*

Motion was made by President Frank, second by Trustee Moeller to approve the extension of the Collective Bargaining Agreement through December 31, 2019 subject to the Union and the District entering into a letter of agreement that provides that Lt. Gray is eligible to take the Battalion Chief examination even after his promotion to Captain because he was eligible as of May 11, 2018 and was still eligible as of July 15, 2018. The motion carried by a roll call vote (4 ayes – Frank, Moeller, Perry, Costin / 0 nays / 1 absent - Chaffin).

*BOT Authorization for BOFC Promotion*

Motion was made by Treasurer Perry, second by Secretary Costin to authorize the BOFC to make a promotion to the rank of Captain. The motion carried by a voice vote with no dissension (4-ayes / 0-nays / 1-absent).

Motion was made by Treasurer Perry, second by Trustee Moeller to release the following closed session minutes for public viewing: 4/24/18, 3/27/18, 1/23/18, 10/24/17, 09/26/17, 04/26/11, 08/28/01, 07/24/01, 09/24/96, 06/06/96, 03/12/96, 02/27/96, 02/13/96, 11/14/95, 10/10/95, 12/14/82 and 06/07/82. The motion carried by a roll call vote (4 ayes – Perry, Moeller, Costin, Frank / 0 nays / 1 absent - Chaffin).

Motion was made by Treasurer Perry, second by Secretary Costin to approve the destruction of closed session recordings 18 months and older, including 07/26/16, 09/19/16, 10/25/16 and 11/22/16. The motion carried by a roll call vote (4 ayes – Perry, Costin, Moeller, Frank / 0 nays / 1 absent - Chaffin).


**ADJOURNMENT**

Chief Krestan reported that James Howard will provide to the Board a benefit flow chart.

Trustee Moeller suggested now that we are have Windows 365 we may want to look at One Drive instead of Sugarsync.

There being no further business to come before the Board, at 6:18 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 (4 ayes / 0 nays / 1 absent).

Respectfully submitted,

  
Joan K. Costin, Secretary  
Board of Trustees