

**Lisle-Woodridge Fire District**  
**Board of Trustees Regular Meeting Minutes**  
**Tuesday, October 27, 2015 4:00 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 4:01 p.m. on Tuesday, October 27, 2015, at Station #51 and Headquarters, 1005 School Street, Lisle, Illinois.

**ROLL CALL**

In attendance were President Frank, Secretary Althoff, Trustee Costin, Chief Freeman, Finance Director Beshears, Attorney Ottosen, Attorney Wargo and Recording Secretary McClain. Also present: Deputy Chief Krestan, Deputy Chief Anderson, Bureau Chief Spinazola, Battalion Chief Mulford, Union President Capua (4:25), John Piemonte and Tom Gavin of Robert Baird & Co. and Jamie Lowe (4:34).

**PLEDGE OF ALLEGIANCE**

Attorney Ottosen led everyone in the Pledge of Allegiance.

**CONSENT AGENDA**

President Frank read the items listed and asked if anyone wanted any items removed from the October 27, 2015 Omnibus Vote Agenda, there being none, Secretary Althoff made a motion to place items 1 - 8 inclusively as Omnibus Vote Agenda items; and further moved that these items be considered together as the Omnibus Vote Agenda. Trustee Costin seconded the motion. The motion carried by a voice vote with no dissension (3 ayes / 0 nays / 1 absent).

1. Approve September 22, 2015 Board of Trustee Regular Meeting Minutes
2. Approve September 22, 2015 Board of Trustee Closed Session Minutes
3. Approve Cash Disbursement Batch 15CDS035
4. Approve Purchase Order 15ENC028
5. Approve Purchase Order 15ENC029
6. Approve October 2015 Accounts Payable Expenditures
7. Acknowledge Receipt of September 2015 Financial Report
8. Acknowledge Receipt of Activity Reports

Secretary Althoff made a motion to approve agenda items 1 – 8 inclusively as the Omnibus Vote Agenda in a single group. Trustee Costin seconded the motion. The motion carried by a roll call vote (3 ayes – Althoff, Costin, Frank / 0 nays / 1 absent - Perry).

President Frank deferred to item #1 under New Business.

*Presentation on Pension Obligation Bonds*

John Piemonte and Thomas Gavin of Robert W. Baird & Co. distributed materials with regard to Pension Obligation Bonds.

Mr. Gavin provided a brief overview of their Company and an explanation on how Pension Obligation Bonds work. The Board asked questions and received answers: Very few single fire

districts participate, mostly municipalities. The projected rate of return is 6.75% (assumption). The bonds are taxable. The agency fee is one-time only. The investments are governed according to State Statute. Discussion took place.

President Frank thanked the gentlemen from Robert W. Baird for educating the Board on Pension Obligation Bonds. Mr. Piemonte and Mr. Gavin exited the Board room at 4:52 p.m.

## **COMMUNICATIONS RECEIVED**

### *Vice President Jamie Lowe's Resignation*

President Frank addressed former Vice President Lowe and speaking on behalf of the Board stated that his resignation has been reluctantly accepted.

Jamie Lowe stated that he has enjoyed working with everyone at the Lisle-Woodridge Fire District and he is sorry to leave. Chief Freeman requested Mr. Lowe attend the November 24<sup>th</sup> meeting.

## **MATTERS OF THE PUBLIC**

None.

## **MATTERS OF LOCAL UNION #2986**

Union President Capua reported on the consolidation efforts. Phase 1 will be available the first week of December. Several other Communities have started consolidation analysis. The DuPage County Task Force met with three liaisons. The Local will be hosting the AFFI meeting on November 5<sup>th</sup>. Contract negotiations are in progress as well as joint Insurance Committee meetings.

## **OLD BUSINESS**

### *2015 Strategic Plan Process*

President Frank stated that the consensus of the Board is to move for approval of the Strategic Plan next month. D/C Krestan stated that between now and next month the groups will meet to finalize assignments.

### *Lisle Downtown Development*

Secretary Althoff stated that the groundbreaking is expected to begin next month.

## **NEW BUSINESS**

### *Resolution #15-\_\_ \_\_ Authorizing the Execution of an Easement Agreement Between the Lisle-Woodridge Fire Protection District, The Village of Lisle and Marquette Real Estate Investments, LLC*

This item was tabled.

### *Resolution #15-\_\_ \_\_ Authorizing the Execution of an Intergovernmental Agreement Between the Lisle-Woodridge Fire Protection District and the Village of Lisle for Overflow Parking*

Attorney Wargo reported that he just received this agreement today and there are some issues that need to be resolved. Discussion took place. The Board agreed to resolve these issues and approve both agreements at the same time. The Board stands ready to call a Special Meeting if needed.

This item was tabled.

*Resolution #15-\_\_ Authorizing the Disposition of Property Owned by the Lisle-Woodridge Fire District and No Longer Needed for the District's Purpose*

Chief Freeman explained that this is a request to remove a 2003 Ford Expedition from the Lisle-Woodridge FPD fleet. This vehicle has 117,970 miles and needs extensive body work repairs.

Secretary Althoff made a motion to approve Resolution #15-\_\_ Authorizing the Disposition of Property Owned by the Lisle-Woodridge Fire District and No Longer Needed for the District's Purpose. Trustee Costin seconded the motion. The motion carried by a roll call vote (3 ayes – Althoff, Costin, Frank / 0 nays / 1 absent - Perry).

*Update on DuPage County Ethics Commission*

Deputy Chief Anderson reported that DuPage County requires the District to mirror the County's Ethics Policy and review on an annual basis. The District is 100% compliant with training.

*Review of DuPage County Assessment of Boards and Commissions*

President Frank stated that the biggest concern he has is satisfying the long term financial plan that is addressed by Crowe Horwath. Finance Director Beshears will prepare a ten year projection. Chief Freeman suggested that the District's response to the Crowe Horwath 2012 Audit be placed on our website.

*FY2016 Draft Budget Documents*

Finance Director Beshears provided updated 2016 Budget documents. The budget presented is balanced and the Budget Ordinance will be presented "as is" for approval at the November meeting. Discussion took place on presenting a neutral budget with no deficit. The levy will have a few minor changes and will be presented for approval at the December meeting.

*Changes to the Accounts Receivable Policy and Changes to the Accounts Receivable Procedures*

Chief Freeman explained the need to update the Accounts Receivable Policy and Procedures as a result of transferring the ambulance billing to Andres. EMS Coordinator Weaver reported that the transition is going very well.

Motion was made by Trustee Costin, second by Secretary Althoff to adopt the Accounts Receivable Policy and Accounts Receivable Procedure as amended. The motion carried by a voice vote with no dissension (3 ayes / 0 nays / 1 absent).

*Board of Fire Commissioners Report*

Deputy Chief Krestan reported that the Commissioners are updating their Rules and Regulations. The firefighter testing will begin this Spring. The Board may wish to name a new liaison, due to the resignation of Jamie Lowe.

*Pension Board Report*

The Pension Board did not meet in October. Several members attended the AFFI Seminar on October 19-20 in Springfield.

*IAFPD / NIAFPD Report*

President Frank reported that he has offered to fill the vacancy created by Jamie Lowe on the NIAFPD Board.

*DUCOMM Report*

Vice President Lowe has resigned from the Executive Board.  
Deputy Chief Krestan reported on the current activities at DUCUMM.

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*Trustee Items for Discussion*

*Presidents Report*

President Frank stated that the IFSA Luncheon was very well presented. The Fire Prevention Awards Night was also a great event. The Silent Parade was very impressive. The Open House was very well put together. The World Trade Center Artifact has been receiving pledges to create a memorial site from community members. President Frank recognized Vice President Lowe for his contributions to the District. He thanked Deputy Chief Anderson for everything he has done for the District and stated that there will be a Retirement Ceremony on November 4<sup>th</sup> for him as well as FF Pete Olson.

**CHIEF'S REPORT: SUMMARY & ADMINISTRATIVE CALENDAR**

Chief Freeman reported that the Trustee training hours are in SugarSync for review. The 2015 salary comparison can also be found in SugarSync.

**CLOSED SESSION**

None.

**ADJOURNMENT**

Trustee training hours was determined to be .75 hours.

There being no further business to come before the Board, at 5:53 p.m. Secretary Althoff made a motion to adjourn the meeting. Trustee Costin seconded the motion. The motion carried by a voice vote with no dissension (3 ayes / 0 nays / 1 absent).

Respectfully submitted,



Thomas Althoff  
Secretary, Board of Trustees