

Lisle-Woodridge Fire District
Board of Trustees Regular Meeting Minutes
Tuesday, July 25, 2017 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 5:00 p.m. on Tuesday, July 25, 2017, at Station #51 and Headquarters, 1005 School Street, Lisle, Illinois.

ROLL CALL

In attendance were President Frank, Vice President Costin, Secretary Chaffin, Treasurer Perry, Trustee Moeller, Chief Krestan, James Howard, Attorney Ottosen (5:10), Attorney Wargo, and Recording Secretary McClain.

Also present: EMS Coordinator Weaver, Training and Safety Officer Gray, Battalion Chief Mulford, Battalion Chief Johnson and Maintenance Director Homerding.

PLEDGE OF ALLEGIANCE

Chief Krestan led everyone in the Pledge of Allegiance.

CONSENT AGENDA

President Frank asked if anyone wanted any items removed from the July 25, 2017 Omnibus Vote Agenda.

1. Approve June 27, 2017 Board of Trustee Regular Meeting Minutes
2. Approve June 27, 2017 Board of Trustee Closed Session Minutes
3. Approve July 6, 2017 Recurring A/P Expenditures - \$312,619.55
4. Approve Purchase Order Batch 06/28 through 07/25/2017 - \$17,720.03
5. Approve July Accounts Payable Expenditures - \$356,187.62 (inclusive of item #3)
6. Acknowledge Receipt of June 2017 Financial Reports

Trustee Moeller read items 1 - 6 and made a motion to approve as the Omnibus Vote Agenda. Vice President Costin seconded the motion. The motion carried by a roll call vote (5 ayes – Moeller, Costin, Perry, Chaffin, Frank / 0 nays).

FINANCIAL REPORT

- **Monthly Presentation**

James Howard summarized the financial report dated through June 30, 2017. The first installment of the property tax revenue has been received.

MATTERS OF THE PUBLIC

Chief Krestan introduced Matthew and Heather of Stars, Stripes and Hero's. Matthew Green explained that they are a not-for-profit agency that has chosen to organize a fundraising project for the Lisle-Woodridge Fire District 911 Memorial. They are planning a Gala at Harrah's in Joliet on October 13, 2017.

OLD BUSINESS

None.

NEW BUSINESS

2016 Comprehensive Annual Financial Report (CAFR) Presentation

Joe Knutte and Dave Robb of Knutte & Associates made a brief presentation of the District 2016 Annual Audit. Discussion took place on the financial position and several observations and recommendations were made.

Motion was made by Secretary Chaffin, second by Treasurer Perry to accept the 2016 Comprehensive Annual Financial Report (CAFR) as presented. The motion carried by a roll call vote (5 ayes – Chaffin, Perry, Moeller, Costin, Frank / 0 nays).

Acknowledge Receipt of 2016 Treasurer's Report

James Howard reported that this report is a product of the annual audit and must be signed by the treasurer and filed with DuPage County.

Motion was made by President Frank, second by Trustee Moeller Perry to accept the 2016 Annual Treasurer's Report as presented. The motion carried by a roll call vote (5 ayes – Frank, Moeller, Perry, Chaffin, Costin / 0 nays).

BOT Authorization for BOFC Promotions

Chief Krestan reported on the Battalion Chief testing process and the posting of the final eligibility list.

Motion was made by Secretary Chaffin, second by Vice President Costin to authorize the Board of Fire Commissioners to promote from the Battalion Chief Final Eligibility List. The motion carried by a voice vote with no dissension (5 ayes / 0 nays).

Approval of Management Team Benefits and Salary Schedule

Chief Krestan presented a proposal for the Management Team benefits and salary schedule. This item will be discussed in closed session.

Workforce Diversity Discussion

Treasurer Perry reported on the meetings and discussions that have taken place. Looking forward to pursuing ideas on how we can promote our mission of diversity in the workforce.

Board of Fire Commissioners Report

Chief Krestan reported that the Board of Commissioners has announced that they will begin the testing process in order to create a Lieutenants promotional list. The Battalion Chief eligibility list will be finalized soon.

Pension Board Report

No report.

IAFPD / NIAFPD Report

President Frank reported that Lisle-Woodridge will host the Fall Seminar in October.

DUCOMM Report

Deputy Chief Krestan reported on the progress of the second facility. The 911 funding Bill was passed by the Governor.

Chief's Report: Summary and Administrative Calendar

Chief Krestan reported that the Captain's grievance has not been settled. Functional cooperation with Darien-Woodridge FPD is going very well and the IT requests for proposals have gone out.

Trustee Items for Discussion

Treasurer Perry commented on a conversation with a resident and the positive feedback regarding Functional Cooperation with Darien-Woodridge.

President Frank commented that a group attended the Lisle Chamber Golf Outing and received a trophy. President Frank presented the trophy to EMS Coordinator Weaver.

CLOSED SESSION

At 5:49 p.m. motion was made by President Frank, second by Vice President Costin to go into closed session to discuss semi-annual review of closed session meeting minutes and recordings (5 ILCS 120/2 (c) 21), pending, probable or imminent litigation (5 ILCS 120/2 (c) 11), 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 (5 ayes – Frank, Costin, Moeller, Perry, Chaffin / 0 nays).

Having taken no action in closed session, President Frank reconvened the open session portion of the meeting at 6:24 p.m.

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

Approval of Management Team Benefits and Salary Schedule

Motion was made by Treasurer Perry, second by Secretary Chaffin to approve the Management Team benefits and salary schedule as presented. The motion carried by a roll call vote (5 ayes – Perry, Chaffin, Moeller, Costin, Frank / 0 nays).

President Frank thanked staff for all the time and effort dedicated to this project.

Motion was made by President Frank, second by Trustee Moeller to release the following written minutes to the public: 5/23/2017, 4/25/2017, 4/11/2017, 3/28/2017, 1/24/2017, 11/22/2016, 10/25/2016 and 9/19/2016. The following written minutes are to remain closed: 4/26/11, 8/28/01, 7/24/01, 9/24/96, 6/6/96, 3/12/96, 2/27/96, 2/13/96, 11/14/95, 10/10/95, 12/14/82 and 6/7/82. The motion carried by a roll call vote (5 ayes – Frank, Moeller, Perry, Chaffin, Costin / 0 nays).

Motion was made by President Frank, second by Treasurer Perry to approve the destruction of Closed Session meeting recordings of January 2016 and older. The motion carried by a roll call vote (5 ayes – Frank, Perry, Moeller, Chaffin, Costin / 0 nays).

ADJOURNMENT

There being no further business to come before the Board, at 6:29 p.m. Vice President Costin made a motion to adjourn the meeting. Trustee Moeller seconded the motion. The motion carried by a voice vote with no dissension (5 ayes / 0 nays).

Respectfully submitted,



Chad S. Chaffin, Secretary
Board of Trustees