

MINUTES OF THE WARREN-WAUKEGAN FIRE PROTECTION DISTRICT

GURNEE STATION #2

Tuesday November 14, 2017

President DeRuntz called the meeting of the Board of Trustees of the Warren-Waukegan Fire Protection District to order at 6:00 p.m.

Trustees Present: Phil DeRuntz, Brian Wattleworth and Martin Klauber

Other Officials: Attorney Brian J. O'Connor of Ottosen Britz
Fire Chief Kavanaugh

Others Present: Mr. Al Oller, Resident
Mr. Steve Carlson, Lake County Board Rep. for Dist. 7

Public Comment: Mr. Oller, a resident of the District, was in attendance to find out the facts behind possibility of a third fire station being built as a joint venture between the WWFPD and the Village of Gurnee. Trustee Klauber explained that the issue was being explored as a way to reduce call times for the district that is seeing population growth, specifically in Gage's Lake and along Hunt Club Rd. Chief Kavanaugh noted that when multiple calls come in at one time that this is most problematic and that further analysis is continuing to be gathered. He also stated that the most effective location for a third station would be in the Rte. 120/ Rte. 21 area though no specific site had been identified.

President DeRuntz had forwarded an article from the Lake County News Sun dated 10/13/17 to the other board members. The article mentioned the possibility of closing Station #1. Chief Kavanaugh reiterated that Station #1 is still a valuable part of the WWFPD and when it does flood due to severe weather (approximately five days every five years), the back-up plan of working out of the police station basement works well. Chief Kavanaugh wanted to be clear that a "Station 3" is not intended to replace the existing station #1. Trustee Wattleworth noted that all talk of a third station is theoretical and President DeRuntz added that while the WWFPD is doing its due diligence in compiling information about this matter, the Village stated at the last board meeting that they would need to meet among themselves and would contact the WWFPD to discuss the issue at a later date.

Approval of Minutes: Trustee Klauber made a motion to approve the September 20, 2017 meeting minutes as submitted. Trustee Wattleworth seconded the motion.

A voice vote was taken. All in favor, motion carried 3/0.

REPORTS

President's Report:

President DeRuntz wanted to emphasize the dangerous situation that the opioid epidemic, and specifically the increase in fentanyl availability, poses not only to our community, but to our first responders. An amount as small as a grain of salt can incapacitate anyone who comes into contact with it and our EMT personnel need to be especially mindful and careful.

President DeRuntz stated that Mr. Taveirne, accountant for the WWFPD, has filed all necessary papers with the State Controller et al. following the 2016-2017 WWFPD audit.

As noted by Mr. Carlson at the last board meeting, there is a need for property tax relief in Lake County. President DeRuntz has contacted Mr. Kip Wilson to find out what effect 3000,000.00 tax abatement would have on the WWFPD and Mr. Wilson said it would not have an effect since it is a onetime event. President DeRuntz also contacted Mr. Taveirne to investigate the effect of the abatement and was informed the proposed relief would decrease the average household tax bill by approximately \$70.00. Mr. Carlson noted that the proposed tax levy freeze being discussed in Springfield would have an effect also. Trustee Wattleworth asked that more information on the impact of an abatement be collected and given to the board members before the next meeting. Mr. O'Connor will have the Ordinance ready to pass the abatement if the Board chooses to do so. All of this will be put on the agenda for the next Board meeting.

President DeRuntz stated that CERT (Community Emergency Response Training), which he has undertaken, is now being recognized by Homeland Security and FEMA for its added -value in allowing communities to respond more quickly to emergencies.

President DeRuntz also mentioned the "non-response" from the City of Waukegan's Finance Director to the letter sent after the last board meeting regarding monies due the WWFPD. This issue will be addressed later in the meeting.

Treasurer's Report:

Trustee Klauber stated that the current assets for the WWFPD stand at \$6.1M which includes the last payment to the Village of Gurnee. Interest is accruing on the PMA account at 1-1 ½ percent. Trustee Klauber stated that the finances of the WWFPD are healthy.

President DeRuntz made a motion to accept the Treasurer's Report as presented. Trustee Wattleworth seconded the motion. A roll call was taken:

Ayes: 3

Nays: 0

Motion carried: 3/0

Trustee Klauber next presented a Statement of Expenditures.

Proposed Expenditures	Date	Description	Amount
Beverly Shannon	11/14/17	Recording Secretary	\$180.00
Idea Works	11/14/17	Web Site	\$25.00
Ottosen Britz	11/14/17	Legal	\$2587.50
PBS	11/14/17	Paramedic Billing	\$1493.85
Martin Klauber	11/14/17	Supplies	\$110.14
Northern Illinois Alliance	11/14/17	Membership Fee	\$434.08
Dam, Snell & Taveirne	11/14/17	CPA	\$975.00
IAFPD	11/14/17	Membership Fee	\$675.00
Total			\$6,480.57

President DeRuntz made a motion to accept the Statement of Expenditures in the amount of \$6480.57. Trustee Wattleworth seconded the motion. A roll call was taken:

Ayes: 3

Nays: 0

Motion carried 3/0

Secretary's Report:

As requested by Mr. Taveirne, Trustee Wattleworth is forwarding all billing documents to the office of Dam, Snell and Taveirne. Trustee Wattleworth is missing the PBS billing statement and Chief Kavanaugh stated he would forward it to him. It was suggested that the PBS billing information be sent straight to the accountant's office as PBS continues to be difficult and unresponsive and the information is complex. President DeRuntz will contact the appropriate party at PBS to ensure that future billing goes to Mr. Taveirne.

Fire Chief's Report:

Chief Kavanaugh announced that the annual Christmas luncheon will be held on December 19, 2017. At this event people who have reached their 5-year milestone will be recognized. The Chief will make sure that the Board has more information as the date approached.

Chief Kavanaugh was also happy to announce the addition of a new employee who started with the district on Monday. The Chief is very pleased so far and the new hire will go through a year of probation and receive evaluations from his supervisor at Station #1.

Following up on the earlier reference to a proposed third fire station, Chief Kavanaugh stated that the first step is to gather more accurate numbers and noted that his budget as fire chief is up for review in March. Chief Kavanaugh assured the board that he would keep the board apprised of future developments.

Attorney's Report:

Mr. O'Connor handed the board members a Truth in Taxation worksheet. Following the suggestion of Mr. Traveirne, he had balanced the corporate and ambulance amounts equally.

Regarding the earlier abatement discussion, Mr. O'Connor stated that if Springfield passes the proposed levy freeze, the CPI rate could be zero for two years and the loss would be approximately 70k the first year and 90k the 2nd year.

A second proposal being discussed in Springfield would make it easier for the district to annex property. Mr. O'Connor will give the board a full update after the state legislature meets in January 2018.

Old Business:

- a. Ambulance Billing complaints: None
- b. Annexations: None
- c. The letter sent to the City of Waukegan regarding payment due that was approved at the last meeting has not garnered a response. The board directed Mr. O'Connor to send a follow up letter. If there is still no response the next step will be to go to the City of Waukegan offices in person.
- d. The complaint from a resident of the district, brought to the attention of President DeRuntz and noted at the last meeting, has been addressed by the Village.

New Business:

- a. Ordinance No. 2017-O-03: Ordinance Levying and Assessing Taxes of the Warren-Waukegan Fire Protection District Lake County, Illinois for 2017.

Mr. O'Connor distributed copies of the ordinance to the trustees for signatures. Trustee Wattleworth will keep a copy for the WWFPD records and Mr. O'Connor will send the other signed copies to the appropriate parties.

Trustee Klauber made a motion to accept Ordinance 2017-O-03: Ordinance Levying and Assessing Taxes of the Warren-Waukegan Fire Protection District Lake County, Illinois for 2017. Trustee Wattleworth seconded the motion. A roll call was taken:

Ayes: 3 Nays: 0 Motion carried: 3/0

- b. Resolution No. 2017-R-05: Resolution Providing Direction to the County Clerk under the Property Tax Extension Limitation Law regarding the 2017 Tax Levy of the Warren-Waukegan Fire Protection District.

Mr. O'Connor distributed copies of the ordinance to the trustees for signatures. Trustee Wattleworth will keep a copy for the WWFPD records and Mr. O'Connor will send the other signed copies to the appropriate parties.

Trustee Wattleworth made a motion to accept Resolution No. 2017-R-05: Resolution Providing Direction to the County Clerk under the Property Tax Extension Limitation Law regarding the 2017 Tax Levy of the Warren-Waukegan Fire Protection District. Trustee Klauber seconded the motion. A roll call was taken:

Ayes: 3 Nays: 0 Motion carried: 3/0

Closed Session Minutes Review – None

Review agenda for next meeting:


Further discussion and deeper analysis on the impact of proposed tax abatement.

Having no further business to come before the Board, Trustee Klauber made a motion to adjourn the meeting at 5:29 PM. President DeRuntz seconded the motion.

Ayes: 3

Nays: 0

Motion carried 3/0



Brian Wattleworth
Secretary, Board of Trustees
Warren-Waukegan Fire Protection District

1/17/18

Date minutes approved