

MINUTES OF THE WARREN-WAUKEGAN FIRE PROTECTION DISTRICT
GURNEE STATION #2
6581 Dada Dr, Gurnee, IL 60031

Wednesday March 15, 2017

President DeRuntz called the meeting to 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: Brian J. O'Connor of Ottosen, Britz, Kelly Cooper Gilbert & DiNolfo, Ltd.

Others Present: Fred Friedl, Chief, Gurnee Fire Department, John Kavanagh, Deputy Chief, Gurnee Fire Department, Beverly S. Shannon, Recording Secretary.

Al Oller of Gurnee IL 60031

Public Comment: None

Approval of Minutes: President DeRuntz made a motion to approve the January 18, 2017, meeting minutes as submitted. Trustee Wattleworth seconded the motion. A voice vote was taken. All in favor, motion carried 3/0.

Public Announcement:

Mr. Oller announced to the board that Mr. Harry Westbrook of Grandwood Park in Gurnee had passed away. Mr. Westbrook spent 22 years in the Marine Corps and retired as a Master Sergeant. He was well known in his neighborhood and as a contributor to his community including serving as President of the Warren-Waukegan Fire Protection District from 1982-2000. President DeRuntz thanked Mr. Oller for making the board aware of Mr. Westbrook's passing and acknowledged Mr. Westbrook's commitment and service to his country, community and especially the WWFPD.

REPORTS

President's Report:

President DeRuntz stated that all of the board members had attended the NIPD conference since the last board meeting and had earned the professional development credit certificates required by the Illinois State Fire Marshall. These will be submitted to the appropriate authority.

President DeRuntz commended the collaboration between the WWFPD and the Gurnee Fire Department for making the ribbon cutting ceremony for the new ladder truck a success. President DeRuntz thanked Chief Friedl for all his help as well as the help of all of the fire and medic personnel whose ideas resulted in a final product that will serve the community for the next 17+ years.

Treasurer's Report:

Trustee Klauber distributed and presented the Statement of Investments. Trustee Klauber stated that the WWFPD has a current balance of 6.1M. Trustee Klauber stated that the new account with Merrill Lynch/Bank of America, which was opened to satisfy collateralization requirements, has done very well. It has accrued 22K in interest in two months, but noted that because the funds are invested in bonds results may vary.

To summarize the WWFPD is in good financial condition though still short of its emergency fund goal of twice the amount of annual expenditures. The WWFPD now has four bank accounts:

BMO Harris (2)

PMA (1)

Merrill Lynch/Bank of America (1)

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

Ayes: 3

Nays: 0

Motion carried 3/0

The following expenses were submitted by Trustee Klauber for review.

<u>Proposed Expenditures</u>	<u>Date</u>	<u>Description</u>	<u>Amount</u>
Beverly Shannon	3/15/17	Recording Secretary	\$180.00
Phillip DeRuntz	3/15/17	Training & Expenses	\$84.89
Ottoson, Britz Kelly Gilbert	3/15/17	Legal	\$1,686.00
PBS	3/15/17	Paramedic Billing	\$2,024.00
Village of Gurnee	3/15/17	Fire & Ambulance	\$765,082.00
Dam Snell & Taveirne	3/15/17	Accounting	\$820.00
Martin Klauber	3/15/17	Training & Expenses	\$154.03
IAFPD	3/15/17	Membership	\$434.08
VFIS	3/15/17	Training & Expenses	\$675.00
Phillip DeRuntz	3/15/17	Stipend	\$2,250.00
Martin Klauber	3/15/17	Stipend	\$2,250.00
Brian Wattleworth	3/15/17	Stipend	<u>\$2,250.00</u>
Total			\$776,626.89

President DeRuntz made a motion to accept the Expense Report. Trustee Wattleworth seconded the motion. A roll call was taken:

Ayes: 3

Nays: 0

Motion carried 3/0

Secretary's Report:

Trustee Wattleworth stated that he had forwarded an appeal of property tax exemption to Mr. O'Connor. Mr. O'Connor acknowledged the receipt of the appeal and stated that it was from the Park District and that as such, no action was required.

Trustee Wattleworth stated that he had also forwarded a 2015 Settlement statement to Mr. O'Connor. Mr. O'Connor stated he would send it to Mr. Traveirne for his records.

President DeRuntz asked Trustee Wattleworth to send an estimate for any foreseeable updates to WWFPD website to Mr. O'Connor for inclusion in next meeting's budget proposal.

Fire Chief's Report:

Chief Friedl announced that the Fire Safety Expo would be held at Gurnee Mill (Value City entrance) on May 13th from 10AM to 3 PM. It has been expanded as the interest to participate has grown. President DeRuntz stated that he had two requests for the Expo:

1. That M.E.S.S. would be present at the Expo.
2. That the new ladder truck be present.

Chief Friedl said that M.E.S.S has already been contacted and that the new ladder truck would be there.

Trustee Wattleworth asked Chief Friedl for information about the Expo that could be put on the WWFPD website. Chief Friedl said he would forward the information as soon as it arrived from the Gurnee Mills promotional department.

Attorney's Report:

Mr. O'Connor announced that there is nothing new to report from Springfield.

OLD BUSINESS

None

NEW BUSINESS

Ordinance No. 2017-O-1 was submitted to the board for approval.

This ordinance stipulates that stipend payments to board members based on attendance to board meetings except in the case of an emergency.

Trustee Wattleworth made a motion was made to approve Ord. 2017-O-1. President DeRuntz seconded the motion. A roll call was taken:

Ayes: 3

Nays: 0

Motion carried 3/0

Draft of Ordinance No. 2017-O-2, the FY 17/18 Budget and Appropriations Ordinance, was submitted to the Board for approval.

This ordinance stipulates that the payment of \$5,000.00 to the Fire Pup Safety Support Program be included in the upcoming budget. The draft ordinance will be available for public review until the actual Ord. 2017-O-2 is approved at the May meeting.

Trustee Wattleworth made a motion was made to approve draft Ord. 2017-02. President DeRuntz seconded the motion. A roll call was taken:

Ayes: 3

Nays: 0

Motion carried 3/0

Mr. O'Connor presented a draft of the upcoming budget proposal to the board members for their perusal. President DeRuntz encouraged his fellow members to submit any thoughts, concerns or questions to Mr. O'Connor soon as he will be presenting a final draft with the most up-to-date figures at the next board meeting.

Closed Session: None

Adjournment:

Having no further business to come before the Board, Trustee Klauber made a motion to adjourn the meeting at 6:36 PM. President DeRuntz seconded the motion.

Ayes: 3

Nays: 0

Motion carried 3/0



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

5/17/17

Date minutes approved