

**MINUTES OF THE WAUKEGAN-WARREN FIRE PROTECTION DISTRICT
GURNEE FIRE STATION #1
Tuesday, February 1, 2005**

President John Badtke called the meeting of the Board of Trustees of the Warren-Waukegan Fire Protection District to order at 7:30 p.m.

Trustees Present: John Badtke, Phillip DeRuntz, Marty Klauber

Other Officials Present: Mary Spiegel, Attorney

Others Present: Angela Moreno, Recording Secretary
Fred Friedl, Chief, Gurnee Fire Department
Joe Hubbard, Captain, Gurnee Fire Department
John Kavanagh, President, Gurnee Firefighter's
Association
Tina Smigielski, Finance Director, Village of Gurnee
Tom Chamberlain, Trustee, Village of Gurnee
Steve Carlson, District 7 Representative, Lake County
Board
Bob Ells, Resident

***THESE MINUTES ARE NOT A VERBATIM ACCOUNT, EXCEPT WHERE OTHERWISE NOTED.**

Presentation and discussion of draft financial research from Mary Spiegel:

Mary Spiegel provided a working draft of the financial data that she has collected to the Board. She informed those in attendance that because this information was still in the form of a working draft, it would not be shared with the public at this time. Information contained within the report will change prior to the Board submitting it to their financial consultants for verification. She welcomed the Trustee's input and suggestions in order to improve the document.

Ms. Spiegel reported that she was able to collect some final information from Lake County today, but was unable to enter that information into this document due to time constraints.

President Badtke inquired as to whether Ms. Spiegel had all of the data necessary to finalize the District's financial analysis. Ms. Spiegel stated that there are a couple issues that she has discussed with Tina Smigielski, Finance Director for the Village of Gurnee, regarding the revenue portion of the contract. The contract calls for an accounting of revenue, which was not previously completed. Ms. Smigielski has completed a proposed accounting from the Village's perspective for the past year. Ms. Spiegel stated that from the information she has been able to gather, this accounting has not been completed for the past three years. This information therefore needs to be compiled from 2001-present.

Ms. Spiegel stated that she reviewed the Treasurer's Report and that according to the Village of Gurnee, for this fiscal year, the district has one payment left of \$512,340.08. The ending balance of the last Treasurer's report showed adequate funds to cover that payment. Ms. Smigielski clarified that that payment is only the third installment, and there would be a fourth and final reconciliation after that payment. Ms. Spiegel stated that the district will still receive additional revenues through the end of the fiscal year. Ms. Smigielski stated that historically that last payment has been about \$100,000 less than the other payments depending on the cost of services.

President Badtke inquired about information contained on several pages of the document provided by Ms. Spiegel. Ms. Spiegel provided clarification where she could and promised to provide more information on items she was unable to clarify. President Badtke requested copies of the excel spreadsheets that contain the data used to formulate the graphs contained in the document, and Ms. Spiegel stated she would supply those.

President Badtke requested clarification by Chief Friedl on what constitutes a "call", specifically if an ambulance responds, and there is no transport, is it still considered a "call", and Chief Friedl indicated that indeed it is a call. Ms. Spiegel noted that the document reports a 3-4% increase in calls per year, which is average in this County.

President Badtke stated that the chart contained on page eight shows a vast positive flow beginning in 2004, and he believes it may be askew. Ms. Spiegel stated that she now has the 2004 information, and she can now enter that into this chart, and she will have that information to the Trustees by Monday, February 7th.

President Badtke requested the estimated budget increase from the Village of Gurnee Fire Department, Ms. Smigielski stated that the Village is in the budget process right now and therefore she does not have that figure yet. Ms. Spiegel stated that she has the increase from 2004-2005 and she will provide that to the Trustees.

The Gurnee Fire Department received a grant in the amount of \$117,000 with a match in the amount of \$13,000, which was paid out of the Village of Gurnee Capital Funds. The Fire District did not contribute to the amount that was paid. President Badtke would like Ms. Spiegel and Ms. Smigielski to discuss whether the Fire District should have shared that cost, and to determine if there are other capital expenditures that the Fire District should be contributing to.

Negotiation Points: Ms. Spiegel distributed her proposed negotiation points to the Trustees for their review.

Current Contract Status: The contract ends on April 30, 2005, and is a revolving contract which means that it will renew automatically unless it is negotiated.

Trustee Representative: The Board decided to elect one Trustee to serve as an information officer for the board during contract negotiations.

Trustee Klauber made a motion to nominate President Badtke as the Fire District's representative during contract negotiations. Trustee DeRuntz seconded the motion.

AYES: Badtke, DeRuntz, Klauber

NAYS: None

Motion carried.

Contract Attorney:

President Badtke made a motion to table this item in order to review the information received by the Trustees.

Trustee DeRuntz stated that he feels that tabling the item at this time would not be appropriate, and that it would benefit the District to make it clear who the lead attorney is with respect to contract negotiations.

President Badtke noted that during the last open meeting it was decided this would not be an agenda point, however it was put on the agenda, and the Trustees are now deciding to leave it on as an agenda point to be acted on during this meeting. President Badtke also apologized that this item was added to this meeting's agenda.

Trustee DeRuntz recommended that the District ask Mary to serve as the lead attorney during contract negotiations. Ms. Spiegel commented that while she appreciates the confidence of the District, however she recommends waiting until the next open meeting to decide. She encouraged the Trustees to give a lot of consideration to the idea of having one attorney negotiate a contract and then having another attorney enforce the contract, and stated it may be more prudent to remain with the regular attorney. Ms. Spiegel also stated that she feels very comfortable working with Linda Spring, and she suggests possibly working on the contract as a team.

Trustee Klauber inquired as to why Ms. Spiegel was brought into this process in the beginning. Trustee DeRuntz explained that there was a need for an outside counsel to examine the financial data because the information was not present, available or accurate at the time that he came on the board.

Trustee DeRuntz stated that he thinks it is completely appropriate to have one attorney handle the contract negotiations and the other attorney handle the regular business because it would completely separate the duties of the two attorneys and make it very clear what those responsibilities were.

Trustee DeRuntz made a motion to nominate Ms. Spiegel as the attorney for contract negotiations with the Village of Gurnee. Trustee Klauber seconded the motion.

AYES: DeRuntz, Klauber NAYS: None ABSTAINING: Badtke Motion carried.

President Badtke requested that a meeting be set up with Ms. Smigielski and Jim Haynor, Village Administrator. This meeting will be scheduled.

Adjournment:

Having no further business to come before the Board, Trustee Klauber made a motion to adjourn at 8:40 p.m. Trustee DeRuntz seconded the motion.

AYES: Badtke, DeRuntz, Klauber

NAYS: None. Motion carried.

Secretary of WWFPD

Date Minutes approved.