

MINUTES OF THE WAUKEGAN-WARREN FIRE PROTECTION DISTRICT
GURNEE FIRE STATION #2
Wednesday, September 21, 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: Linda E. Spring, Attorney

Others Present: Angela Moreno, Recording Secretary
John Kavanagh, Gurnee Firefighters Union
Terry Cox, Metropolitan Emergency Support Services
Jim Gramer, Gurnee Firefighters Union

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

Approval of minutes:

Trustee DeRuntz made a motion to approve the minutes of the August 17, 2005 regular meeting with a change to the spelling of Ms. Kruetziger's name. Trustee Klauber seconded the motion.

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

REPORTS

President's Report: President Badtke reported that it has been a busy and productive summer, and that he is looking forward to what the fall will bring, including the newsletter. He stated that the District received the signed master copy of the contract for service from the Village of Gurnee, and it has been placed on file with Ms. Spring. He noted that the Gurnee Firefighters Union contract was recently approved for a period of three years also, which will be helpful to keep in mind when the Board begins considering the renewal of the contract.

Treasurer's Report: Treasurer DeRuntz supplied the Board and the public with copies of his report dated September 21, 2005. The account with Illinois Funds reflected deposits in the amount of \$374.10 for interest income; \$104,375.88 in property tax income; \$14,821.35 from Superior Collection and \$3,517.25 from PPRT. The account at Northside Community Bank reflected deposits in the amount of \$761.91 in interest income. Total expenditures were \$1,178.46 in approved payments, giving an ending balance of \$481,903.91.

Trustee DeRuntz listed proposed expenditures in the amount of \$523,595.26, which included the following: payment to Ottosen, Trevarthen, Ltd., in the amount of \$315.00; payment to Swanson, Martin & Bell in the amount of \$11,433.81; payment to VFIS/Midwest Insurance in the amount of \$1,487.00; a second payment to VFIS/Midwest Insurance in the amount of \$3,250.00; payment to Eder, Casella & Co. in the amount of \$20.00; a second payment to Eder, Casella &

Co. in the amount of \$3,500; payment to the Village of Gurnee in the amount of \$503,439.45; and payment to Angela Moreno for the August 17th meeting in the amount of \$150.00.

Trustee DeRuntz noted that even though the ending balance reflected on the statement is lower than the proposed expenditures, this report reflects balances as of August 31st, and that since that date, the balance has increased and there is currently enough money to cover all of the expenses. He recommended payment of all of the proposed expenditures.

Trustee Klauber made a motion to pay the proposed expenditures and approve the Treasurer's Report. Trustee Badtke seconded the motion. President Badtke inquired as to when the payment to the Village of Gurnee is due, and Trustee DeRuntz informed him that it was due on August 31st. A roll call vote was taken.

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

Secretary's Report: None.

Fire Chief's Report: None.

Attorney's Report: None.

Old Business

Updated 911 procedures/newsletter: Trustee Klauber supplied the Trustees and Ms. Spring with a copy of a letter he received from Lynn Brandl, who has agreed to do the newsletter for the District. The letter outlines her terms, and Ms. Spring will use it in order to draft the contract. Trustee Klauber reported that he had contacted the individuals at the 911 center, and they have agreed to provide a submission for the newsletter pertaining to 911 procedures. Trustee Klauber suggested that the Board ask Chief Friedl if there is any information that he would like to add to the newsletter, and give him the opportunity to provide a submission. The Board agreed that the newsletter should be four pages, and be sent out to residents bi-annually. The first newsletter will go out as soon as possible, and then the Board will aim for it to go out in May and October, which is Fire Prevention Month. He also noted that Mr. Spyridon is working on compiling statistics pertaining to the website traffic.

President Badtke made a motion to direct Ms. Spring to draft a contract for Ms. Brandl's to provide the service of writing the newsletter for the District. Trustee Klauber seconded the motion.

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

Superior Ambulance Billing: President Badtke noted from the Treasurer's report that Superior Ambulance Billing has been receiving a consistent amount of money in collections.

Revised Billing Complaint Policy: Tabled.

Building code sprinkler ordinance: Ms. Spring reported that she supplied a draft of the ordinance to Captain Hubbard for his review and input, however he is currently deployed to Mississippi to help with the Hurricane Relief Efforts and he has not been able to review it yet.

Fire Protection District Property being taxed to Grayslake: Ms. Spring reported that she is still working on tracking down all of the information necessary to make a report to the Board on this matter. She will continue to work on this issue and hopes to have more information for the Board in the near future.

Statutory annexation reimbursements: Ms. Spring reported that her associate was able to research the prior annexations and she showed the Board a map detailing where the annexations have taken place. She has requested information from the County pertaining to how much was paid in taxes on those properties, and stated that it will be at least another month, possibly longer, before she will be able to complete this project.

Ratify approval of 05-06 insurance premium with VFIS: Trustee Klauber made a motion to ratify approval of the 05-06 insurance premium with VFIS. Trustee DeRuntz seconded the motion.

AYES: Badtke, DeRuntz, Klauber

NAYS: None.

Motion carried.

New Business

Ambulance Billing Complaints: None.

Annexations: None.

Insurance renewal: The Board agreed not to pursue getting quotes from other insurance carriers, as VFIS provides coverage that is extremely cost competitive and fair.

Draft Levy: Ms. Spring informed the Trustees that the auditor has suggested recommending as much as possible. Trustee DeRuntz suggested levying 7%, which is higher than what the Board anticipates getting, but it guarantees that there will not be any money left on the table. Ms. Spring informed the Trustees that levying more than 5% requires a Truth In Taxation hearing. The Trustees agreed with Trustee DeRuntz's recommendation, so Ms. Spring will schedule a Truth In Taxation hearing.

Review Draft Audit: Ms. Spring stated that the draft audit and letter are circulating amongst the Trustees. Trustee DeRuntz anticipates presenting the audit to the Board at the next meeting.

Public Comment: Terry Cox, from Metropolitan Emergency Support Services (MESS), appeared before the Board to provide information about MESS and how they assist the Gurnee Fire Department. He explained that MESS is a 501c(3) not-for-profit organization made up of over 50 volunteer members who serve a very large area, as far north as the Wisconsin state line south to the city limits of Chicago, west to the McHenry County line and east to Lake Michigan.

His organization provides support services to first responders as well as residents. For example, during the flood in Gurnee in 2004, his group was on-site providing food to flood victims for seven days. More recently, when there was a storm that hit the Wildwood area, and his group of volunteers were on site providing assistance for two days. MESS volunteers are on call twenty-four hours a day, seven days a week, three hundred and sixty-five days a year, and have responded to one hundred and fifteen calls so far this year. MESS operates with four canteen trucks and a warming bus, and can feed approximately 200-300 people with the food that they currently have stockpiled. They work in conjunction with the Northern Illinois Food Bank to receive food donations.

Mr. Cox explained to the Board that MESS operates on an annual budget of approximately \$17,000 - \$20,000, all of which is donated. He stated that some Fire Departments donate between \$300-\$500 annually. He stated that while MESS will provide services regardless of whether a donation is made, they would appreciate financial support from the District. Trustee Klauber asked Mr. Cox how much the District has donated in previous years, and Mr. Cox informed the Trustees that the District has never donated money to MESS.

The Trustees agreed that it is important to support MESS financially, and expressed appreciation to Mr. Cox for the service that MESS provides to the community.

Trustee Klauber made a motion to donate \$1,000.00 to MESS this year and to consider increasing that donation next year once the District is more financially sound. Trustee DeRuntz seconded the motion.

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

Closed Session: None.

Next Meeting: The next meeting of the Warren-Waukegan Fire Protection District will be October 19, 2005 at 7:30 p.m. Ms. Spring reviewed the agenda items with the Trustees.

Adjournment:

Having no further business to come before the Board, Trustee DeRuntz made a motion to adjourn at 8:18 p.m. Trustee Klauber seconded the motion.

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

Secretary of WWFPD

Date Minutes approved.

