

**MINUTES OF THE WARREN – WAUKEGAN FIRE PROTECTION DISTRICT
GURNEE STATION #2
Wednesday, July 18, 2007**

President Martin Klauber 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, Martin Klauber

Other Officials Present: Linda E. Spring, Attorney

Others Present: Angela Moreno, Recording Secretary
 Robert Meyer, Resident

***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 May 16, 2007 regular meeting as submitted. Trustee Badtke seconded the motion.

Trustee Badtke noted one change on page two, fourth paragraph down, “President” should read “Trustee”.

Ms. Spring noted a change on page three, seventh line down in the first paragraph, remove “the” before “Ms. Spring”.

Trustee DeRuntz amended his motion to approve the minutes of the May 16, 2007 regular meeting with the above changes.

AYES: Badtke, DeRuntz, Klauber

NAYS: None.

Motion carried.

REPORTS

President’s Report: President Klauber had no report.

Treasurer’s Report: Trustee DeRuntz supplied the Board and the public with copies of his reports dated June 2007 and July 18, 2007.

The Treasurer’s Report of June 2007 reflected the following: the account with Illinois Funds reflected deposits in the amount of \$6,424.66 for interest income; \$70,470.78 in Property Tax income; \$24,306.92 from Superior Collection; and \$6,193.97 in Personal Property Tax Replacement. The account at Harris Bank reflected deposits in the amount of \$248.85 in Interest Income; and \$35.00 in Permit Fees. Total expenditures were \$561,954.08 in approved payments, giving an ending balance of \$1,108,313.09.

Trustee DeRuntz listed proposed expenditures in the amount of \$150.00, which included the following: payment to Angela Moreno in the amount of \$150.00.

The Treasurer's Report dated July 18, 2007 reflected the following: the account with Illinois Funds reflected deposits in the amount of \$7,594.84 for interest income; \$1,346,995.40 from Property Tax income; and \$23,586.12 from Superior Collection. The account at Harris Bank reflected deposits in the amount of \$200.00 in Permit Fees; and \$208.06 in interest income. Total expenditures were \$21.22 in approved payments. There was an ending balance of \$2,486,876.40.

Trustee DeRuntz listed proposed expenditures in the amount of \$588,498.67, which included the following: payment to Tim Spyridon in the amount of \$250.00; payment to Swanson, Martin & Bell in the amount of \$1,750.00; payment to Judy's Letter Service in the amount of \$3,555.70; payment to Village of Gurnee in the amount of \$574,600.00; payment to Angela Moreno in the amount of \$150.00; payment to Phil DeRuntz in the amount of \$242.97; payment to Eder, Casella, & Co. in the amount of \$3,500.00; and payment to VFIS in the amount of \$3,500.00.

Trustee Badtke made a motion to pay the proposed expenditures with the exception of the payment to VFIS, as this will be discussed later in the meeting, and to approve the Treasurer's Reports for June and July 2007. Trustee DeRuntz seconded the motion. A roll call vote was taken.

AYES: Badtke, DeRuntz, Klauber

NAYS: None.

Motion carried.

Trustee DeRuntz reviewed the audit, specifically pointing out the financial highlights on page two, which state that the District's assets exceed the liabilities by \$1.2 million. He stated that the Board should be proud of the work that they've done to bring the District into such a fiscally sound position. He warned the Board to continue to be aware of the impact that annexed property has on the District.

Trustee DeRuntz noted that the Board will need to work on collaborating the bid specifications for the request for proposals for next year's audit.

Trustee DeRuntz made a motion to accept the 2006 Audit. Trustee Badtke seconded the motion.

Trustee Badtke requested a change to the language on page 5, second bullet, shown with a strikethrough below:

"The contract price with the Village of Gurnee increased four percent (4%), from \$2,125,000 to \$2,210,000 for the current fiscal year, ~~reflecting primarily the Village's increased personnel costs~~"

Trustee DeRuntz made a motion to amend his previous motion to include the change on page 5. Trustee Badtke seconded the motion.

AYES: Badtke, DeRuntz, Klauber

NAYS: None.

Motion carried.

Secretary's Report: Trustee Badtke reported that he is establishing a comprehensive filing system at the Fire Station so that the records are accessible to all Board Members.

Fire Chief's Report: No report.

Attorney's Report: No report.

OLD BUSINESS

Election of Officers: Trustee Badtke made a motion to confirm the election of officers, which took place at the last meeting, with Trustee Klauber as President, Trustee DeRuntz as Vice-President/Treasurer, and Trustee Badtke as Secretary. Trustee DeRuntz seconded the motion.

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

Superior Ambulance billing: There were no issues to discuss at this time, therefore this issue was tabled.

Village Contract: President Klauber reported that he and Ms. Spring met with representatives from the Village of Gurnee for a meeting regarding the upcoming contract negotiations. He stated that the tone of the meeting was very cordial, and that both parties were complimentary of the current contract. He and Ms. Spring requested that the Village provide the District with a proposed increase, which they will provide to the Board prior to the September meeting.

President Klauber speculated that the Village could ask for a 6-7% increase; however the Board should aim closer to the cost of living increase, which is about 5%. The Board requested that Ms. Spring find out the actual cost of operating the fire department in FY 2006, and the proposed amount for next year, as well as the actual increase to run the Department over the past three years. Ms. Spring will send the requested information to the Trustees.

Trustee Badtke stated that based on the information that is currently available, he is recommending the Board request a 10% decrease in the contract price. The Board will discuss this further at the next meeting.

Permit fee collection letters: Trustees Klauber and DeRuntz were unable to review the letter prior to the meeting, so Ms. Spring will provide it to them and everybody approves it she will begin billing delinquent accounts.

NEW BUSINESS

Ambulance Billing Complaints: There are none at this time.

Annexations: Ms. Spring reported that she has received several annexation notices in the past two months, from both the Village of Gurnee and the City of Waukegan. She stated that she is

preparing a spreadsheet and keeping track of annexations in order to request reimbursement from the annexing village/city.

Ms. Spring reviewed the grounds to object to an annexation, the first being that the annexation would cause District property to be non-contiguous. Ms. Spring stated that this is the most common grounds for an objection to an annexation. The second ground is that the loss of tax revenue due to the annexation would impair the ability to provide service to the district. She stated that this is basically impossible to prove in court, because typically judges rule that the loss of the property reduces the cost of providing service. Ms. Spring reassured the District that she reviews all annexation notices to determine if the District has any grounds to object.

2007-2008 Prevailing Wage Ordinance: Ms. Spring stated that this ordinance must be approved annually, and that it states that the District will pay prevailing wages to hired contractors.

Trustee Badtke made a motion to approve the 2007-2008 Prevailing Wage Ordinance. Trustee DeRuntz seconded the motion.

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

CERT Graduate Gifts: The Board previously discussed purchasing First Aid kits to give to graduates of the Gurnee Fire Department CERT Training. There are approximately 12-20 graduates, and the cost of providing the First Aid kit would be approximately \$50-60 each. This is seen as a benefit to the district because CERT graduates are now trained in emergency response, and if they have the First Aid kit they will be better able to respond. The Board will ask Al Oller to contact the Gurnee Fire Department and make arrangements with Chief Friedl-to procure the kits and distribute them to the graduates of the CERT training. President Klauber suggested that the one of the Trustees be present at the graduation for a photo opportunity, and that a press release be distributed.

Trustee Badtke made a motion to authorize spending up to \$2,500 to provide First Aid kits to CERT Program graduates. President Klauber seconded the motion.

Ms. Spring noted that this money was not previously budget, and asked the Trustees to clarify if they would like to wait until next budget year or take the money from the contingency fund. The Trustees collectively agreed that they would prefer to use contingency fund money, and that they will include it in next year's budget.

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

Insurance Renewal: Trustee DeRuntz reported that the insurance renewal premium is lower this year based on the Exposure Analysis Checklist.

Trustee DeRuntz made a motion to approve the insurance renewal. Trustee Badtke seconded the motion.

AYES: Badtke, DeRuntz, Klauber

NAYS: None.

Motion carried.

Public Comment: Mr. Robert Meyer, a resident that lives on Cemetery Road, appeared before the Board to discuss his concerns regarding the leaf/brush burning ban enacted by the District. He stated that he lives on a 9 ½ acre parcel that is surrounded by 5-10 acre parcels, and the burn ordinance has created a hardship on him and his neighbors. Mr. Meyer reported that he has hundreds of trees and shrubs on his property that he needs to keep up, and without the ability to burn brush, he is unable to maintain his property. He also stated that he uses some chemicals for farming that require being burned. He stated that since he is on such a large piece of land, he would like to be able to burn responsibly in order to keep up his land. Ms. Spring responded that there is a permit provision in the ordinance, and that he should file an application with the Fire Department. Mr. Meyer stated that he was told by the Department that he could not obtain a permit. Trustee DeRuntz expressed disappointment that there was nobody in attendance from the Fire Department to help clarify this point. President Klauber stated that he would talk to Chief Friedl and follow up with Mr. Meyer to help resolve this problem.

Closed Session: None.

Next Meeting: The next meeting of the Warren-Waukegan Fire Protection District will be September 19, 2007 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 Badtke made a motion to adjourn at 8:44 p.m. Trustee DeRuntz seconded the motion.

AYES: Badtke, DeRuntz, Klauber

NAYS: None.

Motion carried.

Secretary of WWFPD

Date minutes approved