

**MINUTES OF THE WARREN – WAUKEGAN FIRE PROTECTION DISTRICT
GURNEE STATION #2
Wednesday, May 20, 2009**

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
Fred Friedl, Fire Chief, Gurnee Fire Department
John Kavanagh, Captain, Gurnee Fire Department
Terry Cox, MESS

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

Approval of minutes:

Trustee DeRuntz made a motion to approve the March 18, 2009 regular meeting minutes as submitted. Trustee Badtke seconded the motion.

AYES: Badtke, DeRuntz, Klauber

NAYS: None.

Motion carried.

REPORTS

President's Report: The President had no report.

Treasurer's Report: Trustee DeRuntz began the Treasurer's Report by reporting the following:

- He has begun working on the audit with the auditors and has provided a list of required records/documents to the Trustees. The documents are due June 29th, which is the audit start date.
- Paramedic Billing Services sent information to the Board regarding the new federal "Red Flag Rules" which require organizations that deal with patient billing to take proactive measures to prevent identity theft. Ms. Spring is reviewing these documents for possible Board action.
- CPI is less than 1%, which is going to impact the District.
- New construction is at an 18 year low, resulting in lower revenues.
- Trustee DeRuntz has been working with Jim Glogovsky in the Lake County Clerk's on the tax extension. Trustee Badtke asked if there was any indication of what the extension will be, and Ms. Spring stated that for the 2007 tax year it was \$2,938,566.24, and for the 2008 tax year it was \$3,084,062.50.
- Illinois Funds will be consolidating on July 1st (as previously discussed).

- Trustee DeRuntz provided the Trustees with a Cash Flow Analysis Report, which will be completed at the end of each fiscal year.

Trustee DeRuntz supplied the Board and the public with copies of his reports dated April 2009 and May 20, 2009.

The Treasurer's Report of April 2009 reflected the following: the operating account with Illinois Funds reflected deposits in the amount of \$329.91 for interest income; \$95.17 in Property Tax income; \$28,257.13 from Paramedic Billing Services; and \$1,348.60 from Personal Property Replacement Tax; and a transfer of \$502,430.17. The reserve account with Illinois Funds reflected deposits in the amount of \$606.46 in interest income. Total expenditures were \$8,618.40 in approved payments and a transfer from the account with The Private Bank in the amount of \$500,000, giving an ending balance of \$3,306,847.94.

The Treasurer's Report dated May 20, 2009 reflected the following: the operating account with Illinois Funds reflected deposits in the amount of \$285.66 for interest income; \$756.38 from Permit Fees & F.F.I. Tax; \$24,534.34 from Paramedic Billing Services; and \$6,500.65 in Personal Property Replacement Tax. The reserve account with Illinois Funds reflected a deposit in the amount of \$374.48 in Interest Income. A transfer was made of \$500,000 from the Ill. Funds Reserve Account to the account with The Private Bank. There was an ending balance of \$3,339,299.45.

Trustee DeRuntz listed proposed expenditures in the amount of \$583,276.42.

Trustee Badtke inquired about the Illinois Funds rate, which Trustee DeRuntz stated was 0.2%. Trustee Badtke in turn inquired about transferring additional funds to CDARS, however Trustee DeRuntz recommended waiting until after the consolidation of the Illinois Funds, noting that he feels the Illinois Funds account is more conservative. President Klauber recommended moving at least \$500,000.

President Klauber made a motion to transfer \$1 million from the Illinois Funds account to CDARS. Trustee Badtke seconded the motion.

Trustee DeRuntz asked the Trustees to consider reducing the amount to \$500,000 and to look into CDARS at a different institution than where the current CDARS account is held. Trustee Badtke recommended increasing the amount to transfer to \$1.5 million.

AYES: Badtke, Klauber NAYS: DeRuntz Motion carried.

Trustee Klauber made a motion to approve the Treasurer's Reports for April 2009 and May 20, 2009, pending the audit. Trustee Badtke seconded the motion. A roll call vote was taken.

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

Trustee Badtke made a motion to approve the proposed expenditures with the exception of the Fire Safety Donation, which would be considered later in the meeting. Trustee Badtke seconded the motion. A roll call vote was taken.

AYES: Badtke, DeRuntz, Klauber

NAYS: None.

Motion carried.

Trustee DeRuntz reported that he has completed the Fire District Trustee Training, and that he found it to be very beneficial. He must now complete an annual class in order to maintain his certification. Trustee DeRuntz requested permission to attend the National Fire Prevention Association Conference from June 8-11 in Chicago, noting the registration is free. The Trustees agreed that the conference would be beneficial.

Secretary's Report: Trustee Badtke reported the newsletter has gone out. He requested permission to attend training with the Illinois Association of Fire Protection Districts Conference in Peoria, IL from June 25-27. The Trustees agreed the training would be beneficial.

Ms. Spring noted a correction for the newsletter, which states that ambulance fees are "free", which is inaccurate, as the District waives fees that are not covered by insurance.

Fire Chief's Report: Chief Friedl thanked the Board for including the Fire Expo in the newsletter, stating that there was a great turnout.

Chief Friedl informed the Board that Captain Kavanagh will be issued the oath of office for Deputy Fire Chief at the Village's June 1st Board Meeting. The Trustees congratulated Captain Kavanagh and discussed including this in the next newsletter.

Attorney's Report: Ms. Spring reported that she spoke with the attorney for the Village of Grayslake regarding the SEDOL property. She stated that the Grayslake Fire Chief is reviewing the building proposals in anticipation of the property transfer.

Ms. Spring reported that she spoke with an attorney from the Office of the Inspector General regarding the procedure the Fire District should follow with regard to billing for responding to calls outside of the District, as it is against Medicare rules to waive fees. Captain Kavanagh noted, however, that mutual aid calls are not billed by the other agency. Ms. Spring stated she will not pursue this issue.

Ms. Spring stated that Paramedic Billing Services would like the Trustees to sign documents that instruct them to comply with the federal Red Flag Rules; she will prepare these documents for signature at the next meeting.

OLD BUSINESS

Ambulance Billing Complaints: There are none at this time.

Spring Newsletter: This was completed under the Secretary's report.

NEW BUSINESS

Election of Officers: Trustee Klauber made a motion to nominate the following slate:

President: Trustee DeRuntz
Secretary: Trustee Klauber
Vice-President/Treasurer: Trustee Badtke

Trustee Badtke seconded the motion. A roll call vote was taken.

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

Prevailing Wage Act: Ms. Spring provided a copy of the act to the Trustees.

Trustee Klauber made a motion to approve the Prevailing Wage Act. Trustee Badtke seconded the motion.

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

Annexations: Ms. Spring stated that she has received a notice from the Village of Gurnee regarding property at Rollins Road and Knolls Road. She will follow up on this.

Donation to National Fire Safety Council: Trustee Klauber made a motion to donate \$5,000 to the National Fire Safety Council. Trustee Badtke seconded the motion.

Chief Friedl noted that the donation will provide fire safety information to 3,600 children.

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

Tentative 2009-2010 Budget and Appropriation Ordinance: Ms. Spring reviewed the proposed Budget and Appropriation Ordinance, and asked for approval in order to publish the draft for public viewing.

Trustee Klauber made a motion to approve the draft 2009-2010 Budget and Appropriation Ordinance. Trustee Badtke seconded the motion.

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

Public Comment: Terry Cox, Illinois Professional Firefighters, addressed the Board to request a donation to M.E.S.S., as the Board has done in the past. The Board agreed to put the donation on the next agenda for consideration.

Closed Session: None.

Next Meeting: The next meeting of the Warren-Waukegan Fire Protection District will be July 22, 2009 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 8:41 p.m. Trustee Klauber seconded the motion.

AYES: Badtke, DeRuntz, Klauber

NAYS: None.

Motion carried.

Secretary of WWFPD

Date minutes approved