

**MINUTES OF THE WARREN – WAUKEGAN FIRE PROTECTION DISTRICT
GURNEE STATION #2
Wednesday, July 21, 2010**

President DeRuntz 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, Phil 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, Deputy Fire Chief, Gurnee Fire Department
Diane LeClair , Grandwood Park Park District

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

Approval of minutes:

Trustee Badtke made a motion to approve the May 19, 2010 meeting minutes as submitted. Trustee Klauber seconded the motion.

AYES: Badtke, DeRuntz, Klauber

NAYS: None.

Motion carried.

REPORTS

President's Report: President DeRuntz reported that he has been working with Milt Jensen, Mayor of Beach Park, and other local elected officials to examine the issue of the proposed TIF District in Beach Park in order to represent the District in the TIF process. There are additional meetings planned to continue work on this issue. President DeRuntz has also continued work on the website. The next phase will be putting the newsletter online.

Treasurer's Report:

Trustee Badtke presented the Treasurer's reports for June 2010 and July 21, 2010 (see attached).

Trustee Klauber made a motion to approve the Treasurer's Reports. Trustee DeRuntz seconded the motion.

President DeRuntz inquired about the Board's previous discussion about moving the District's funds out of The Private Bank. Trustee Badtke stated that due to a miscommunication with the bank, the CD was rolled over. He will follow up with the bank on this.

Trustee Badtke noted that any deposits over \$250,000 are not insured and therefore in violation of the District's investment policy. He suggested the Board not invest in \$250,000 CD's because the interest is uninsured. He suggested investing \$240,000 in the future.

AYES: Badtke, DeRuntz, Klauber

NAYS: None.

Motion carried.

Trustee Badtke listed proposed expenditures in the amount of \$674,251.41.

President DeRuntz made a motion to consider the approval of the proposed expenditures. Trustee Badtke seconded the motion.

Trustee Klauber inquired about who has been hired to do the bookkeeping duties. Trustee Badtke stated that he has hired Kathleen Moran, the Secretary for the Grandwood Park Park District. Trustee Klauber stated that he has additional work for her to do pertaining to the filing system. President DeRuntz requested that Doug Taveirne formulate the job description for this position.

Chief Friedl reminded the Trustees that they approved a motion during the May meeting to donate \$5,000 to the National Fire Safety Council for the purpose of providing educational materials to schools within the district. This was inadvertently left out of the proposed expenditures. Trustee Badtke made the correction, bringing the proposed expenditures to \$679,251.41.

A roll call vote was taken.

AYES: Badtke, Klauber, DeRuntz

NAYS:

Motion carried.

Secretary's Report: There was no report.

Fire Chief's Report: Chief Friedl reported that Saturday, August 14th is the Fire Department Open House from 10 a.m. – 2 p.m., in conjunction with Gurnee Days.

Attorney's Report: Ms. Spring reported that she received a Notice of Requirement to File Annual Report of Unclaimed Property. She will handle this.

OLD BUSINESS

Ambulance Billing Complaints: There are none at this time.

Annexations: Ms. Spring reported that she has received a notice of annexation from the Village of Gurnee for a small piece of property on Delany Road, and she has added it to the database. Trustee Badtke received a notice and provided it to Ms. Spring.

District Investments: The Board discussed the District's investments. There is \$2.6 million in the Illinois Funds account earning less than .2%. Trustee Klauber suggested investing \$240,000 in a fully liquid CD at Banco Popular.

Trustee Klauber made a motion to move \$240,000 into a CD at Banco Popular and move \$1 million into a money market account with Wayne Hummer Investment Co., a subsidiary of Wintrust Financial Corporation.

A roll call vote was taken.

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

Bookkeeper: Trustee Klauber stated that he would like to give the Treasurer discretion to hire somebody as needed for up to \$300 every two months (\$150/month, \$1,800/year). Trustee Badtke stated that he was comfortable with this.

Newsletter: Trustee Klauber stated he will have a draft for the next meeting.

Draft Budget: Ms. Spring provided the Trustees with execution copies of the budget.

Trustee Klauber made a motion to adopt the FY2011 budget as presented. Trustee Badtke seconded the motion. A roll call vote was taken.

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

Ambulance Purchase: Ms. Spring stated that she discussed the planned ambulance purchase with the Village attorney. Chief Friedl presented the Board with two price quotes for the purchase. He stated that the Fire Department recommends Wheeled Coach (the lowest quote) because of the price and because they build more units annually and the Fire Department's mechanic in Sturtevant, WI works with Wheeled Coach.

Trustee Klauber made a motion to purchase an ambulance from Wheeled Coach, utilizing the pre-pay option presented in the quote. President DeRuntz seconded the motion. A roll call vote was taken.

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

NEW BUSINESS

MESS Donation: Trustee Klauber made a motion to donate \$1,000 to M.E.S.S. to support their emergency response support activities. Trustee Badtke seconded the motion. A roll call vote was taken.

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

Draft Levy: Ms. Spring provided the Trustees with the draft levy. She stated that the Board had previously discussed lowering the levy, possibly to zero, and asked for guidance. Trustee Klauber stated he would like to levy the maximum amount. Ms. Spring cautioned that the District's reserves are approaching a level that could cause the levy to be challenged.

Trustee Klauber made a motion to increase the levy by 2% over last year's extension. President DeRuntz seconded the motion.

Trustee Badtke stated that he has previously recommended a levy of zero, stating that the District can lower the levy for one year and return to where it was the following year without any referendum.

AYES: DeRuntz, Klauber

NAYS: Badtke

Motion carried

Prevailing Wage Act Ordinance: Trustee Klauber made a motion to adopt the Prevailing Wage Act Ordinance. President DeRuntz seconded the motion.

AYES: Badtke, DeRuntz, Klauber

NAYS: None.

Motion carried.

Public Comment: Diane LeClair asked what the District is planning to do with \$5 million in reserves and stated that it would benefit the residents if the District did not raise the levy.

Closed Session: None.

Next Meeting: The next meeting of the Warren-Waukegan Fire Protection District will be September 15, 2010 at 7:30 p.m. Ms. Spring reviewed the agenda items with the Trustees.

Adjournment: Having no further business to come before the Board, President DeRuntz made a motion to adjourn at 8:35 p.m. Trustee Klauber seconded the motion.

AYES: Badtke, DeRuntz, Klauber

NAYS: None.

Motion carried.

Secretary of WWFPD

Date minutes approved