

MINUTES OF THE WARREN-WAUKEGAN FIRE PROTECTION DISTRICT

GURNEE STATION #2

Wednesday September 18, 2024

**Call to Order:** President Budil called the meeting of the Board of Trustees of the Warren-Waukegan Fire Protection District to order at 6:12 PM

**Roll Call:** Present: Trustee Brian Wattleworth, Trustee Tony Milton & President Donna Budil.

Other Present: Meganne Trela of Ottosen, Dinolfo, Hasenbalg & Castaldo and Deputy Chief Douglass.

**Comments from the Public:** None

**Approval of Minutes:**

Trustee Wattleworth made a motion to approve WWFPD meeting minutes from July 17, 2024. President Budil seconded the motion. A roll call was taken.

Ayes: 3

Nays: 0

Motion carried:3/0

**REPORTS**

**President's Report:**

President Budil had nothing to report at this time.

**Treasurer's Report:**

Trustee Wattleworth distributed the Treasurer's Reports to the Board. Trustee Wattleworth noted that only 45K in property tax money had been taken in over the last two months. This decreased amount is the result of the last tax abatement passed by the board.

Trustee Wattleworth next commented that there is a lag in receiving invoices from as well a notable decrease in the amount due to EMS-MC, the new ambulance billing company. Deputy Chief Douglass stated that the Village staff is looking into this matter and Ms. Trela added that WWFPD accountant Doug Taverine is also trying to reconcile the issue.

Trustee Wattleworth stated that 606 account holds approximately 1.2M and should be between 500K and 750K so he will make the appropriate transfer between WWFPD accounts to realize the best available interest rates. The total current equal \$6,121,252.41

President Budil made a motion to approve the Treasurer’s Report as presented. Trustee Milton seconded the motion. A roll call was taken.

Ayes: 3                      Nays: 0                      Motion carried: 3/0

Trustee Wattleworth next presented a Statement of Expenditures. Trustee Wattleworth stated the report included the usual expenses including a payment to the Village. Total expenditures equal **\$912,977.72**

<b><u>Proposed Expenditures</u></b>	<b><u>Date</u></b>	<b><u>Description</u></b>	<b><u>Amount</u></b>
Beverly Shannon	7/17/24	Recording Secretary	\$250.00
Ottosen, Dinolfo et. al.	7/31-8/30/24	Legal	\$3136.00
Dam Snell	7/31/24	CPA	\$915.00
EMS-MC	7-31-8-31/24	Billing Services	\$433.09
Cyber Construction	9/1/24	IT Services	\$327.00
Village of Gurnee	10/1/24	Village Contract	\$907,916.63
<b>Total</b>			<b>\$912,977.72</b>

President Budil made a motion to approve Expense Report. Trustee Milton seconded the motion. A roll call was taken:

Ayes: 3                      Nays: 0                      Motion carried: 3/0

**Secretary’s Report:**

There is no Secretary’s Report at this time.

**Fire Chief’s Report:**

Deputy Chief Douglass reported that Gurnee Fire Open House held during Gurnee Days was very well attended. He next noted that firefighter Josh Cedergren was recently promoted to 2<sup>nd</sup> Lieutenant while serving in the IL National Guard and all of his colleagues are very proud of him.

Deputy Chief Douglass stated that the new hires are fitting in well and now executing full 24-hour shifts. The Deputy Chief added that there is still a shortage of personnel, and the department is still actively recruiting. To date, 10 people have taken the written examination with another 10 people signed up to do so.

Next Deputy Chief Douglass reported that the local Fox News station taped a segment with firefighter Leon Lake call “Cooking with Fire”. Firefighter Lake is a great cook, and it was a huge success.

Lastly Deputy Chief Douglass stated that Training in the Park, a program to work out with the community, is still happening on Mondays, Tuesdays and Wednesdays. The locations can be found on the Village website.

**Attorney's Report:**

Ms. Trela held her comments for the New Business section of the meeting.

**Old Business:**

- a. **Ambulance Billing Complaints:** None
- b. **Annexations:** None

**New Business:**

- a. **Resolution 2024-R-01: Making 2024 Truth-in-Taxation Determination-discussion/action.**

Ms. Trela stated that with the abatement last year, the numbers used to determine the next levy need to be based off the 2022 financials; because of this the levy will exceed the 5% increase allowed. When a levy is over 5%, there must be a public hearing and notice of the hearing must be published stating the purpose, location and time of meeting.

President Budil made a motion to approve 2024-R-01: Making the 2024 Truth-in-Taxation Determination and authorize the publication of the levy hearing. Trustee Milton seconded the motion. A roll call was taken:

Ayes: 3

Nays: 0

Motion carried: 3/0

- b. **Ordinance 2024-O-Making Levy DRAFT - discussion**

Ms. Trela stated that Mr. Taverine had related to her that the expected the levy income, based off of the 2022 financials, would be approximately 3.7M. To rebalance the Corporate and Ambulance accounts, Mr. Taverine recommends that 2.1M be levied for the Corporate fund with 1,686,000 to be levied for the Ambulance fund,

- c. **Dam, Snell & Taverine Financial Reports– discussion/action.**

Mr. Taverine was not in attendance but related to Ms. Trela he should have the financial reports for the November 2024 meeting.

**Closed Session:** None

**Action on items in Closed Session:** None

**Review agenda items for next board meeting – November 20, 2024**

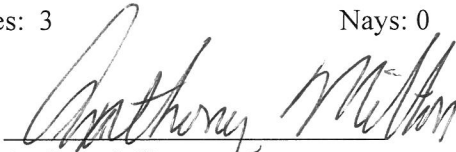
- Financial reports.

Having no further business to come before the board, President Budil made a motion to adjourn the meeting at 6:33 PM. Trustee Milton seconded the motion. A roll call was taken:

Ayes: 3

Nays: 0

Motion carried 3/0

  
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Anthony Milton  
Secretary, Board of Trustees  
Warren-Waukegan Fire Protection District

  
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Date minutes approved