

MINUTES OF THE WARREN-WAUKEGAN FIRE PROTECTION DISTRICT

GURNEE STATION #2

Wednesday November 12, 2025

Call to Order: President Klauber called the meeting of the Board of Trustees of the Warren-Waukegan Fire Protection District to order at 6:02 PM

Roll Call: Present: President Klauber, Trustee Brian Wattleworth. Trustee Tony Milton
Others Present: Meganne Trela of Ottosen, Dinolfo, Hasenbalg & Castaldo, Doug Taveirne of Dam, Snell & Taveirne, Fire Chief Kavanaugh and Deputy Fire Chief Douglass.

Comments from the Public: None

Approval of Minutes:

Trustee Milton made a motion to approve WWFPD meeting minutes from September 17, 2025. Trustee Wattleworth seconded the motion. A roll call was taken.

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

REPORTS

President's Report:

There is no President's Report at this time.

Treasurer's Report:

Trustee Wattleworth distributed the Treasurer's Reports to the Board. Trustee Wattleworth stated that funds had been moved from the Harris 606 account to the PMA account and into fixed assets. In the future the goal is to have tax payments deposited directly into the PMA account to avoid transfers and have the fixed assets mature the same time Village payments are due. The ending balance for the WWFPD is 7,445,267.62

President Klauber 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 noted that the Village had been paid October 2, 2025. Also included are NIAFPD membership dues and reimbursement for the Microsoft subscription Trustee Wattleworth had paid since the last meeting.

Total expenditures submitted for approval equal **\$942,857.40**

<u>Proposed Expenditures</u>	<u>Date</u>	<u>Description</u>	<u>Amount</u>
Beverly Shannon	9/17/25	Recording Secretary	\$250.00
Ottosen, Dinolfo et. al.	9/30/25	Legal	\$1372.00
Dam Snell	9/30/25	CPA	\$1970.00
EMC-MC	8/31, 9/30/25	Billing Services	\$4333.84
NIAFPD	10/17/25	Membership Dues	\$469.35
Village of Gurnee	10/2/25	Service Contract	\$934,246.21
Brian Wattleworth		MS Renewal	\$216.00
Total			\$942,857.40

President Klauber 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:

Chief Kavanagh stated that as of November 6, 2025, the new consolidated 911 dispatch center was up and running smoothly. Chief Kavanagh added that 30 agencies are represented in this consolidation effort and with the exception of a few retirements, all employees from the combined entities had been retained and integrated.

Deputy Chief Douglass reported on a structure fire investigation that was inconclusive. The fire could have started two different ways; either hot coals disposed of in a trash container or an extension cord to a string of outside lights. No one was injured in the fire and though the home is uninhabitable due to smoke damage, the owner was very pleased with the rapid response and service by the department.

Deputy Chief Douglass stated that recruitment is ongoing. Twelve of the twenty candidates recruited are being processed and one has completed 6 weeks of the 9-week training program.

Lastly, Deputy Chief Douglass stated that 6 Fire Department Trainings in the Parks were held in the month of September and deemed very successful.

Chief Kavanaugh stated that a recently retired Battalion Chief is now working for the department as a Master Mechanic. His knowledge of service vehicles is invaluable and will reduce the amount of time response vehicles are not in service.

Attorney's Report:

There is no Attorney's Report at this time.

Old Business:

- a. Ambulance Billing Complaints: None
- b. Annexations: None
- c. Dam, Snell & Taveirne Financial Reports:
 - 2025 Audit Report

Mr. Taveirne stated that the reports are similar to years past though he is working with Erica at the Village of Gurnee to investigate the large difference in ambulance billing. Mr. Taveirne stated that the approximate 1.9M abatement will drop current assets down to the suggested 5M which should deter many tax objections from being filed.

President Klauber made a motion to approve the Audit as presented. Trustee Milton seconded the motion. A roll call was taken:

➤ 2025 Comptroller's Report

Mr. Taveirne noted that the report was standard and complete.

President Klauber made a motion to approve the Comptrollers Report as presented. Trustee Milton seconded the motion. A roll call was taken:

➤ 2025 Treasurer's Annual Financial Report

Mr. Taveirne will file the Treasurer's Annual Report with Lake County.

President Klauber made a motion to approve the Annual Financial Report as presented. Trustee Milton seconded the motion. A roll call was taken:

New Business:

a. ORDINANCE NO. 2025-O-02 Making 2025 Levy

The suggested amount for the levy is 3.9M. This amount does not go over the 5% threshold triggering any special action be taken by the board.

President Klauber made a motion to approve ORDINANCE NO. 2025-O-02 Making 2025 Levy. Trustee Milton seconded the motion. A roll call was taken:

b. **ORDINANCE NO. 2025-O-03 Ordinance for the Abatement of Portions of the 2025 Tax Levy**

This matter was tabled for discussion at the January 2026 meeting to give the board members the opportunity to review the financial reports distributed at this meeting.

c. Discussion and possible action of Tax Rate Objection settlement.

Ms. Trela stated that the amount to settle the 2022 and 2023 tax objections totaled \$60,000. Tax objections for 2024 are not yet available.

President Klauber made a motion to approve the payment for the 2022 & 2023 tax objections. Trustee Milton seconded the motion. A roll call was taken:

Closed Session: None

Action on items in Closed Session: None

Review agenda items for next board meeting – January 21, 2025

➤ Abatement amount

President Klauber took a moment to thank Ms. Trela, Mr. Taveirne and Trustee Wattleworth for all of their hard work compiling the financial reports reviewed at this meeting.

Having no further business to come before the board, President Klauber made a motion to adjourn the meeting at 6:50 PM. Trustee Milton seconded the motion. A roll call was taken:

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

Date minutes approved

Anthony Milton

01/21/2024

