

NOTICE * * NOTICE * * NOTICE

The Board of Trustees of the Tri-State Fire Protection District will hold a Special Meeting on **Saturday, August 31, 2013** at 5:00 pm at Station #3, 10 S. 110 Madison Street, Burr Ridge.

- I. CALL TO ORDER
- II. RECESS FOR PUBLIC HEARING: Combined Budget & Appropriation
- III. NEW BUSINESS

Approval of Ordinance # 13-O-001
Combined Budget & Appropriation Ordinance
- IV. Closed Session:

5 ILCS 120/2 (c)(1) for the purpose of discussing financial matters.
- V. RE-CONVENE TO OPEN MEETING

Motions for matters in Closed Session
- VI. AUDIENCE COMMENTS – limited to agenda
- VII. ADJOURNMENT

Posted By: Terri Radek
Admin. Asst.
14, August 2013

FOUNDED IN 1946

TRUSTEES

Hamilton "Bo" Gibbons
Jill K. Strenzel
Michael L. Orrico



CHIEF ADMINISTRATOR

Michelle A. Gibson

DEPUTY CHIEF

Paul L. Ross

DEPUTY CHIEF

Jack L. Mancione

**TRI-STATE
FIRE PROTECTION DISTRICT**

419 PLAINFIELD ROAD • DARIEN, ILLINOIS 60561 • (630) 323-6445

**MINUTES OF THE SPECIAL SESSION AND PUBLIC HEARING OF THE
BOARD OF TRUSTEES OF THE TRI-STATE FIRE PROTECTION DISTRICT
HELD 31, AUGUST 2013 AT STATION #3.**

I. CALL TO ORDER

The meeting was called to order at 17:00 hours by Trustee Gibbons. On Roll Call: Trustee Gibbons, Trustee Strenzel and Trustee Orrico.

II. PUBLIC HEARING

Trustee Gibbons made a motion to recess the special session to go into a public hearing for the Combined Budget and Appropriation. Motion seconded by Trustee Orrico. Roll call vote: Orrico – Aye, Gibbons-Aye, Strenzel-Aye. Motion approved by the Board 3-0-0 at 17:00 hours.

Trustee Gibbons called the hearing to order and opened the floor for audience comments. There were not comments from the audience.

Trustee Gibbons made a motion to recess the hearing to go back into the special session for discussion on the Combined Budget and Appropriation. Motion seconded by Trustee Strenzel. Roll call vote: Orrico – Aye, Gibbons-Aye, Strenzel-Aye. Motion approved by the Board 3-0-0 at 17:01 hours.

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III. SPECIAL SESSION

Discussion regarding the Budget and Appropriation information occurred on the following sections:

Trustee Orrico commented that there were no chiefs nor financial director in the meetings so there was no way to discuss his open items.

Trustee Gibbons said that Deputy Mancione and Finance Director Gergits were out of town and Chief Gibson was out on medical. Trustee Gibbons further commented that he was under the understanding the Trustee Orrico met with Finance Director Gergits and Deputy Mancione earlier in the week so assumed his points were addressed.

Trustee Gibbons said he believed the budget was similar in structure and costs as the past several years and that items Trustee Orrico had should be discussed in this session and that we may be able to collectively address.

Trustee Orrico said he had concerns that one Trustee has more data than the others. Trustee Gibbons said that Trustee Strenzel has a Master in Finance and has reviewed the budget in detail every year she has served on the board and met in advanced with Administration. Trustee Strenzel confirmed that she had met with Finance Director Gergits for 2 hrs earlier in the week and all of her questions were addressed.

Trustee Gibbons again asked that the meeting continue by having Trustee Orrico bring forth his areas of question/concern.

01-40-00-6141 – Administration Salaries – Trustee Orrico asked about inclusion of Lisa Panock for \$17,000. Trustee Strenzel commented that Lisa she has been continually supporting the chief especially for the last 10 months for BGA/FOIAs but also for SOP, GO, Directives and Job Description refinement activities.

Trustee Orrico commented that a tax payer raised to his attention that the Chief and another person was seen at the Joliet Hobby Lobby during company time. Trustee Gibbons commented that the chief per her contract has the right to use her Tri-State vehicle for person use and that she most often pays for the gas with own money.

01-40-00- 6228 – Meetings - Trustee Orrico asked about meetings and what they were for? Trustee Gibbons read from the Fiscal Year Budget document *that the meetings were for the Dupage Chief, IAFPD, and other sessions.*

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01-40-00-6231 – Office Supplies - Trustee Orrico asked about why Office Supplies were higher? Trustee Strenzel commented that per her discussion with Finance Director Gergits the majority of the costs were costs related to 20+ FOIA and 300+ questions asked by the BGA over the last 9 months. There have been significant increased costs for ink, paper, etc. Also some if the increase was due to the standard increase in all costs of supplies year over year.

01-40-00- 6244 – Time Clocks - Trustee Orrico as on why the Time Clocks are on operational already and stated that this must be a carryover from prior budgets? Trustee Strenzel commented that the Time Clock project has been ready to go for many months but due to the ULP filed the district must remain as Status quo according to district lawyers and Illinois law and that this was discussed in prior board meetings.

01-40-00-6246 - Copier - Trustee Orrico asked about the copier overages charge. Trustee Strenzel commented that per her understanding the copier charges to the district are based on a certain number of pages as the machine is leased and thus the FOIA and BGA documents requirements over the past 9 month have put the district well over standard fees so this budget items has increased.

01-42-00-6114 through-6129 – FF Overtime - - Trustee Orrico asked why there was so much planned overtime and asked if we are not hiring fast enough? He also commented that we need to manage OT more closely. Trustee Gibbons commented that per the union contract there are rules that require payment of overtime. Trustee Strenzel commented that OT definition must also follow ERISA and US standards on pay period definitions. She said per her discussion with Finance Director Gergits the budget numbers are based on the actual from fiscal 2013, that there have been 3 new people hired and 2 more in process using the FF list and that there were several FF out throughout the year for various medical reasons.

01-44-00-6352 – Diesel Fuel - Trustee Orrico commented on the 20% increase in cost of Diesel Fuel and why we are going to non-municipal sources. And how are we holding ourselves accountable? Trustee Gibbons said that a barrel of oil certainly has gone up over the past many years so a budget increase is expected. He said we can certainly discuss at the next board meeting but it was a reasonable budget number for appropriation purposes.

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01-44-00-6353 – Trustee Orrico commented on the 25% increase in cost of Gasoline and why we are going to non-municipal sources. And how are we holding ourselves accountable? Trustee Gibbons said that a barrel of oil certainly has gone up over the past many years so a budget increase is expected. He said we can certainly discuss at the next board meeting but it was a reasonable budget number for appropriation purposes.

01-45-00-6243 – Telephones - Trustee Orrico asked about the \$66,500 budget for phones. Trustee Strenzel commented during her discuss with Finance Director Gergits that this number has come down from prior years due to the progress on the communication project.

01-47-00-6127 – Drillmaster - Trustee Orrico asked about the drill master budget and how Mark Reynolds could do the job with his work at Tri State, Plainfield and external employment? Trustee Strenzel commented that the B/C Reynolds has done a fine job since Tri-State chose to withdraw from SUFD where the training cost where \$85,000 per year. The costs now are less than \$25,000.

02-50-00-6143 - Ambulance Billing Clerk/Admin-- Trustee Orrico asked why are we paying for Shelly Carbone, can't Andres do it? or can't PSSI to do it? Trustee Gibbons said that we must review 100% of the incident reports and translate into the proper billing odes so that Andres and we are consistent with other departments. We can discuss at next trustee meeting but is reasonable.

Trustee Strenzel commented that all of her questions were address by her meeting with Finance Director Gergits and she had no items for discussion in this session and the budget is in line with prior years.

Trustee Gibbons commented that he had no additional items for discussion.

Trustee Gibbons made a motion to Approve Ordinance No. 13-O-002 Combined Annual Budget and Appropriation Ordinance for Tri-State Fire Protection District, Dupage County, Illinois. The motion was seconded by Trustee Strenzel. Roll call vote: Orrico – Nay, Gibbons-Aye, Strenzel-Aye. Motion approved by the Board 2-1-0 at 17:42 hours.

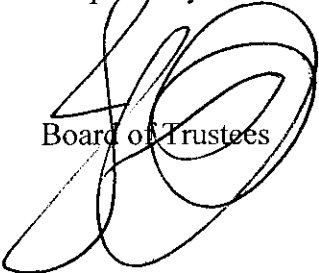
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IV. ADJOURNMENT

With no further business before the Board Trustee Gibbons made a motion to adjourn the Special Session Meeting. Motion seconded by Trustee Strenzel. Motion approved by the Board 3-0-0. Meeting adjourned at 17:42 hours.

Respectfully Submitted:

Board of Trustees

A large, stylized handwritten signature in black ink, consisting of several overlapping loops and a long horizontal stroke, is written over the text "Board of Trustees".