

NAPERVILLE FIRE PROTECTION DISTRICT
MINUTES OF TRUSTEES MEETING ON SEPTEMBER 3, 2020

- I. Call to Order:** Ken Hagenbaumer, President, called the meeting to order at 4:12 p.m., at Fire Station No. 7, 1380 Aurora Avenue, Naperville, Illinois.
- A. Roll Call: The following persons were present: Stephen A. Grobl, NFPD Secretary; Roger Wood, NFPD Treasurer; Deputy Chief Amy Scheller, NFD; Leslie A. Cesario, CPA; Vincent Rosanova, NFPD Attorney; Caitlin Paloian, NFPD Attorney; Chief Mark Puknaitis, NFD, and Ken Hagenbaumer, NFPD President.
- B. Approve Minutes from the June 18, 2020, regular meeting of the Naperville Fire Protection District. The Trustees unanimously approved the meeting minutes from the June 18, 2020, meeting (3-0).
- II. Matters from the Public:** No public comments at this meeting.
- III. President's Report:** President Ken Hagenbaumer thanked everyone for attending the meeting and noted the importance of meeting in-person during the COVID-19 global pandemic.
- IV. Secretary's Report:** Secretary Stephen Grobl provided an update to the Trustees regarding the following matters:
- A. Director Liability Insurance: Secretary Grobl advised the application has been filled out and signed. Attorney Rosanova agreed to send to Equity Insurance Agency who will then issue a new policy.
- B. Annexations: Secretary Grobl reported there has been one new annexation to the City of Naperville and Attorney Rosanova provided the information regarding the annexation prior to the meeting date.
- V. Auditor's Report:** Leslie A. Cesario distributed the Auditor's report and indicated the report is the same as it has been in the past. Ms. Cesario provided an overview of the report and, if approved by the trustees, the report would be sent to DuPage County and Will County. The Trustees unanimously approved the Auditor's Report (3-0).
- VI. Treasurer's Report:** Treasurer Wood distributed a financial summary among the Trustees. Treasurer Wood indicated the Trustees would be approving the financial summary for the months of June, July, and August, 2020. The balance of all accounts as noted on Treasurer Wood's financial summary is \$1,163,626.41 as of August 31, 2020. Treasurer Wood indicated the first installment will be paid on or before September 11, 2020. President Hagenbaumer made a motion to approve the June, July, and August, 2020, financial report, and Secretary Grobl seconded the motion. The Trustees unanimously approved Treasurer Wood's financial report (3-0).

VII. Call Report:

- A. Deputy Chief Amy Scheller distributed a call report from June 18, 2020, through September 2, 2020, and there were 61 EMS calls and a total of 92 incidents.
- B. Chief Puknaitis gave an overview of how the NFD has been handling the COVID-19 situation and indicated there have been zero cases among the NFD. Chief Puknaitis stated there have been significantly fewer COVID-19 transports within the City of Naperville compared to the surrounding communities.
- C. President Hagenbaumer questioned whether the NFPD sticker has been placed on life-saving devices within the NFD to which Deputy Chief Scheller replied the NFPD sticker is on said devices.

VIII. New Business:

- A. Appointment of Officer Positions (President, Secretary, Treasurer): Motion was made to appoint and retain the Officers in their current positions. Motion carried by unanimous vote (3-0).
- B. Levy & Budget Discussion for 2020: Attorney Rosanova provided an overview of the Levy and Budget discussion for 2020. No action was required on this matter.
- C. Review and Approval of Statement of Cash Receipts and Disbursements for Fiscal Year Ending April 30, 2020: Attorney Rosanova distributed the Statement of Cash Receipts and Disbursements for the Fiscal year ending April 30, 2020, and the Trustees reviewed the same. A motion was made to approve the Statement of Cash Receipts and Disbursements for fiscal year ending April 30, 2020. Motion carried by unanimous vote (3-0). Trustee Wood signed the Statement of Cash Receipt and Disbursements and Attorney Rosanova confirmed he will file the statement with the County and City.
- D. Discussion on Special Service Area: Attorney Rosanova provided an overview regarding special service areas and nearby “paper districts” who opt to operate within a special service area. The Trustees unanimously agreed to continue operating the NFPD in the same fashion it currently operates.
- E. Director Liability Insurance Application: The Director Liability Insurance Application was addressed in the Secretary’s Report.

IX. Old Business:

- A. Summary of August City of Naperville “True Up” Meeting: Attorney Rosanova provided an overview of the “True Up” calculation and confirmed the City of Naperville’s finance department approved the calculations.
- B. Freedom of Information Act and Open Meeting Act Designees: Attorney Rosanova confirmed there is no change as he is the designee.
- C. Trustee Liability Insurance: This item was addressed in the Secretary’s Report.
- D. Federal Letter of Credit: The Federal Letter of Credit expires in December and Attorney Rosanova confirmed he will renew the same for one year. Ms. Cesario indicated the same was disclosed in the Auditor’s Report.

X. Next Meeting: November 5, 2020, & December 3, 2020, at 4:00 p.m.

XI. Adjournment: The meeting was adjourned at 5:25 p.m.