



LAKE VILLA
FIRE PROTECTION DISTRICT

BOARD OF TRUSTEE MEETING

REGULAR MEETING

Open Session Minutes

910 E Grand Ave, Lake Villa, IL 60046

November 6, 2023, 5:00 PM

BOARD OF TRUSTEES

James Stout, President

Ingrid Skidmore, Treasurer

Howard Schnitzer, Secretary

1. **CALL TO ORDER**

The meeting was called to order by President Stout at 5:16 PM.

2. **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Trustee Stout.

3. **ROLL CALL**

The following members were present: Trustee James Stout, Trustee Ingrid Skidmore, Trustee Howard Schnitzer

OTHERS PRESENT IN-PERSON

Chief Slazes, Deputy Chief Becker, Lt. Justin Biggs, Heather Welsch – Administrative Assistant, Edward Lavin of Sawyer Falduto Asset Management, Jasleen Kaur of Lauterbach & Amen, LLP

VIA ZOOM

James Howard of Government Accounting Services, Joseph Miller of Ottosen, Dinolfo, Hasenbalg & Castaldo Ltd.

4. **PUBLIC COMMENT**

NONE

5. **APPROVAL OF MEETING MINUTES**

a). **October 2, 2023 Open Meeting Session Minutes:** Trustee Skidmore motioned to approve the minutes and release as presented. The motion was seconded by Trustee Schnitzer. Roll Call Vote: Trustee Stout: Aye. Trustee Skidmore: Aye. Trustee Schnitzer: Aye. Motion passed.

6. **FINANCIAL REPORTS**

a). **Financial Statements:**

- Edward Lavin presented the District Investment Performance Report ending October 31, 2023. Trustee Skidmore motioned to approve the Financial Report as presented. The motion was seconded by Trustee Schnitzer. Roll Call Vote: Trustee Stout: Aye. Trustee Skidmore: Aye. Trustee Schnitzer: Aye. Motion accepted.



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- James Howard presented the District Financial Report ending September 30, 2023. Trustee Skidmore motioned to approve the Financial Report as presented. The motion was seconded by Trustee Schnitzer. Roll Call Vote: Trustee Stout: Aye. Trustee Skidmore: Aye. Trustee Schnitzer: Aye. Motion passed.
 - b). **Treasurer's Report** – Trustee Stout and Trustee Schnitzer reviewed the Bill List for October 3 – November 6, 2023. Trustee Stout motioned to approve payment of bills, including two (2) payroll periods in the amount of \$862,103.29. The motion was seconded by Trustee Schnitzer. Roll Call Vote: Trustee Stout: Aye. Trustee Skidmore: Aye. Trustee Schnitzer: Aye. Motion passed.
7. **OLD BUSINESS/DISCUSSION AND POSSIBLE ACTION**
- Decennial Committee – a new committee member of the public needs to be selected to replace a current committee member who does not live in the district.
8. **NEW BUSINESS/DISCUSSION AND POSSIBLE ACTION**
- James Howard presented the Discussion/Adoption of Truth in Taxation Determination Finding for the Lake Villa Fire Protection District to be published in the newspaper. Trustee Skidmore motioned to approve the board's determination of the levy for 2023 which will exceed more than 5% of the 2023 Tax Extension from 2022. The motion was seconded by Trustee Stout. Roll Call Vote: Trustee Stout: Aye. Trustee Skidmore: Aye. Trustee Schnitzer: Aye. Motion approved.
 - Jasleen Kaur presented the financial audit report ending fiscal year April 30, 2023 for the Lake Villa Fire Protection District. Trustee Skidmore motioned to accept the Annual Financial Report ending fiscal year April 30, 2023. The motion was seconded by Trustee Stout. Roll Call Vote: Trustee Stout: Aye. Trustee Skidmore: Aye. Trustee Schnitzer: Aye. Motion approved.
9. **ADMINISTRATION REPORTS**
- a). **Fire Chief Slazes:**
 - October 2023 reported incidents resulted in 306 calls, 152 were transports. An overview of the fires, EMS incidents and trainings were discussed.
 - October training hours performed by members was 847, with an average of 19.7 hours per member.
 - A report of member certifications was given.
 - Update on construction on Grand Avenue was given.
 - b). **Fire Prevention Bureau:** presented by Lt. Biggs
 - Participated in several Public Education events.
 - Fire investigations update.
 - Collaboration with new development plans.
 - d). **Attorney:**
 - Deferred to Closed Session
 - e). **Trustees:**
 - None



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10. **Closed Session**

- Trustee Stout motioned to enter into Closed Session at 6:12 PM for the purpose of the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity (5 ILCS 120/2 (c) 1).
- The motion was seconded by Trustee Skidmore. Roll Call Vote: Trustee Stout: Aye. Trustee Skidmore: Aye. Trustee Schnitzer: Aye. Motion approved.
- Present in Closed Session: Trustee Stout, Trustee Skidmore, Trustee Schnitzer, Fire Chief Slazes, Deputy Chief Becker, Attorney Joseph Miller (via Zoom)
- Trustee Stout motioned to adjourn Closed Session at 6:29 PM. The motion was seconded by Trustee Skidmore. Roll Call Vote: Trustee Stout: Aye. Trustee Skidmore: Aye. Trustee Schnitzer: Aye. Motion approved.

11. **REPORT UPON RETURN FROM CLOSED SESSION**

- Trustee Stout motioned to go into Open Session at 6:30 PM. The motion was seconded by Trustee Skidmore. Roll Call Vote: Trustee Stout: Aye. Trustee Skidmore: Aye. Trustee Schnitzer: Aye. Motion approved.
- Nothing to report and no action was taken in Closed Session.

12. **ADJOURNMENT**

There being no more business to come before the Board of Trustees, Trustee Stout motioned to adjourn at 6:30 PM. Trustee Skidmore seconded the motion. Motion approved. Roll call vote: Trustee Stout, Aye. Trustee Skidmore, Aye. Trustee Schnitzer, Aye.

Next Regular Board Meeting: January 8, 2024

Howard Schnitzer, Secretary

Date

Submitted by: _____
Heather Welsch, Recording Secretary

Date