

MINUTES OF THE REGULAR MEETING OF THE  
DARIEN-WOODRIDGE FIRE PROTECTION DISTRICT  
BOARD OF TRUSTEES

The regular monthly meeting of the Board of Trustees of the Darien-Woodridge Fire Protection District was held at Station 89 located at 7550 Lyman Avenue, Darien, Illinois on May 18, 2022

Board Members:

Mr. James Palatine, President	Chief James Karasek
Ms. Kathy Trapp, Treasurer	Deputy Chief Jimmy Lahanis
Mr. Christopher English, Secretary	Ms. Chris Hardy, Recording Secretary
Mr. Frank Burns, Trustee	Attorney Joseph Nichele
Ms. Beth Brownson, Trustee	

Visitors:

Mr. James Howard, Governmental Accounting, Inc.

At 6:30 p.m. Trustee Palatine called the regular meeting to order. The Pledge of Allegiance was said. Roll call: James Palatine present, Frank Burns present, Christopher English present, Kathy Trapp absent, Trustee Beth Brownson present. It was determined that a quorum was present.

In the absence of Trustee Trapp, Trustee Palatine requested an Acting Treasurer. Trustee Brownson volunteered to be Acting Treasurer for the May 18, 2022 meeting.

**Reading of Minutes:**

Trustee Palatine requested a motion to dispense with the reading of the minutes of the April 20, 2022 regular meeting and approve them as written. Trustee English so moved. Trustee Burns seconded. Roll call vote: Trustee Palatine, aye; Trustee Burns, aye; Trustee English, aye; Trustee Brownson, aye.

4 ayes, 0 nays, 0 abstain. Approved.

**Treasurer's Report:**

Trustee Brownson read the May Treasurer's Report which included vendors paid report and payroll. Trustee Palatine requested a motion to approve the Treasurer's Report as written. Trustee English so moved. Trustee Burns seconded. Roll call vote: Trustee Palatine, aye; Trustee Burns, aye; Trustee English, aye; Trustee Brownson, aye.

4 ayes, 0 nays, 0 abstain. Approved.

Trustee Palatine requested a motion to approve disbursements for a total of \$105,715.19. Trustee English so moved. Trustee Burns seconded. Roll call vote: Trustee Palatine, aye; Trustee Burns, aye; Trustee English, aye; Trustee Brownson, aye.

4 ayes, 0 nays, 0 abstain. Approved.

### Attorney Report:

Attorney Nichele advised the 2022/2023 Budget Appropriation Ordinance would be drafted for a tentative August approval. A timeline was emailed to all Trustees for informational purposes. Attorney Nichele further advised he would not be present at the June 15, 2022 Board of Trustees meeting as he will be on vacation. Attorney Cole Burton will be attending in his place.

### Old Business:

- a) Fire Station Improvement Update – FGM Architects  
Chief Karasek advised the bid process for fire station improvements was underway. Station 89 dayroom skylight replacements have been removed from the project along with several other items. A mandatory pre-bid meeting is scheduled for June 3, 2022. Additional information will be presented as it becomes available.

### New Business:

- a) Appointment of Trustee to the Darien-Woodridge Firefighters' Pension Fund Board. Trustee Palatine advised Trustee English would be stepping down as the liaison to the Darien-Woodridge Firefighters' Pension Fund Board. Trustee Brownson volunteered to assume the position replacing Trustee English. Trustee Palatine requested a motion to approve Trustee Brownson as the Darien-Woodridge Firefighters Fund Trustee liaison. Trustee English so moved. Trustee Burns seconded. Roll call vote: Trustee Palatine, aye; Trustee Burns, aye; Trustee English, aye; Trustee Brownson, aye. 4 ayes, 0 nays, 0 abstain. Approved.
- b) Presentation and Approval of the Fiscal Year 2022-2023 Budget, including Capital Expenses. James Howard, Governmental Accounting, Inc. provided an overview of the draft proposed 2022-2023 Budget including Capital Expenses. Trustee Palatine requested a motion to approve the proposed Fiscal Year 2022-2023 Budget, including Capital Expenses as presented. Trustee English so moved. Trustee Burns seconded. Roll call vote: Trustee Palatine, aye; Trustee Burns, aye; Trustee English, aye; Trustee Brownson, aye. 4 ayes, 0 nays, 0 abstain. Approved.

### Correspondence:

- Correspondence included a thank you card from Darien resident, Juliana.

### Chief Administrator's Report:

- Overview was given by Fire Chief/Administrator Karasek.

### Board of Fire Commissioners Report:

- Commissioner Cryer advised the new hiring process written exam would be held on Sunday, May 22<sup>nd</sup>. There were a total of 18 applicants.
- The next Commissioners Meeting is scheduled for Thursday, May 19, 2022 at 2:00 p.m.

### Public Comment:

- There was no Public Comment.

**Closed Session:**

Trustee Palatine requested a motion to recess to Closed Session to discuss personnel. Trustee English so moved. Trustee Burns seconded. Roll call vote: Trustee Palatine, aye; Trustee Burns, aye; Trustee English, aye; Trustee Brownson, aye. 4 ayes, 0 nays, 0 abstain. Approved.

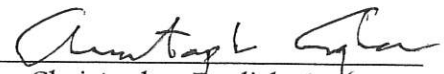
Meeting recessed at 6:55 p.m.

The regular meeting was reconvened at 7:05 p.m. Roll call: Trustee Palatine present, Trustee Burns present, Trustee English present, Trustee Brownson present. It was determined that a quorum was present.

**Adjourn:**

There being no further business to discuss, Trustee Palatine requested a motion to adjourn the meeting. Trustee English so moved. Trustee Burns seconded. Roll call vote: Trustee Palatine, aye; Trustee Burns, aye; Trustee English, aye; Trustee Brownson, aye. 4 ayes, 0 nays, 0 abstain. Approved.

Meeting adjourned at 7:06 p.m.

  
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Christopher English, Secretary