

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
NORWOOD PARK FIRE PROTECTION DISTRICT**

The Board of Trustees of the Norwood Park Fire Protection District, Cook County, Illinois convened at the regular meeting place of said Board on the 11th day of May, 2015 at 7:30 P.M. at 7447 W. Lawrence Avenue, Harwood Heights, Illinois, 60706.

The meeting was called to order and upon roll call the following named members answered present:

Roll Call: Trustee Skyba; yes, Trustee Martell; yes,

 Trustee Jarosz; yes, Trustee Szczurek; yes,

 Trustee Strempek; yes, Trustee Lymperopulos; yes,

 Trustee Romano; yes, Chief Stenson; yes.

The pledge was said at the start of the meeting.

Motion by Trustee Martell and seconded by Trustee Skyba to hire Mark Blondell, a candidate from the eligibility list, per the recommendation of the Norwood Park Fire Board of Commissioners effective June 1, 2015.

Roll Call: Trustee Skyba; yes, Trustee Martell; yes,

 Trustee Szczurek; yes, Trustee Strempek; yes,

 Trustee Jarosz; yes, Trustee Lymperopulos; yes,

 Trustee Romano; yes.

AYES: 7 NAY: 0

MOTION CARRIED

Firefighter Mark Blondell sworn in.

Motion by Trustee Martell and seconded by Trustee Jarosz to appoint Daniel Johnson to the rank of Deputy Chief.

Roll Call: Trustee Skyba; yes, Trustee Martell; yes,

Trustee Szczurek; yes, Trustee Strempek; yes,
Trustee Jarosz; yes, Trustee Romano; yes,
Trustee Lympelopulos; yes.

AYES: 7 NAY: 0

MOTION CARRIED

Deputy Chief Daniel Johnson sworn in.

Recess taken at 7:36pm.

Returned from recess at 8:00, all Trustees present.

COMMUNICATION WITH AUDIENCE (Public Participation)

A motion was made by Trustee Skyba and seconded by Trustee Szczurek to suspend the rules to permit visitors to be recognized. The Board retains the right to refuse to recognize any individual if they feel their comments are not relevant or to "put them off", if they exceed their time allotment. After all have had an opportunity to address the Board, the President moves the rules be reinstated, and the Board will proceed with meeting.

AYES: 7 NAY: 0

MOTION CARRIED

A motion was made by Trustee Romano and seconded by Trustee Strempek to approve the payment of all current disbursements in the amount of \$409,361.92.

Roll Call: Trustee Skyba; yes, Trustee Martell; yes,
Trustee Szczurek; yes, Trustee Strempek; yes,
Trustee Jarosz; yes, Trustee Lympelopulos; yes,
Trustee Romano; yes.

AYES: 7 NAY: 0

MOTION CARRIED

Motion by Trustee Jarosz and seconded by Trustee Lympelopulos to approve the minutes of the Rescheduled Regular meeting held on April 13th, 2015.

Roll Call: Trustee Romano; yes, Trustee Strempek; yes,

Trustee Jarosz; yes, Trustee Skyba; yes,

Trustee Martell; yes, Trustee Szczurek; yes,

Trustee Lympelopulos; yes.

AYES: 7 NAY: 0

MOTION CARRIED

Motion by Trustee Skyba and seconded by Trustee Strempek to approve the amended minutes of the Special meeting held on April 28th, 2015.

Roll Call: Trustee Romano; abstain, Trustee Martell; yes,

Trustee Jarosz; yes, Trustee Szczurek; yes,

Trustee Strempek; yes, Trustee Lympelopulos; yes,

Trustee Skyba; yes.

AYES: 6 ABSTAIN: 1 NAY: 0

MOTION CARRIED

Motion by Trustee Martell and seconded by Trustee Szczurek to approve the minutes of the Closed Session meeting held on April 13th, 2015.

Roll Call: Trustee Skyba; yes, Trustee Jarosz; yes,

Trustee Martell; yes, Trustee Szczurek; yes,

Trustee Lympelopulos; yes, Trustee Strempek; yes,

Trustee Romano; yes.

AYES: 7 NAY: 0

MOTION CARRIED

Motion by Trustee Jarosz and seconded by Trustee Lympelopulos to approve the minutes of the Closed Session meeting held on April 28th, 2015.

Roll Call: Trustee Skyba; yes, Trustee Martell; yes,

Trustee Jarosz; yes, Trustee Szczurek; yes,

Trustee Strempek; yes, Trustee Lympelopulos; yes,

Trustee Romano; abstain.

AYES: 6 ABSTAIN: 1 NAY: 0

MOTION CARRIED

TREASURER'S REPORT

Schedule of Assets
(Arising from Cash Transactions)
April 30th, 2015

Assets

Checking and money market accounts (interest rate- APY):

Plaza Bank checking #4303503 (0.046%)	\$4,490.96
Plaza Bank money market #4303498 (0.295%)	1,,162,506.26
Plaza Bank ambulance billing money market #4304492 (0.295%)	559,764.02
Plaza Bank-Medical #1003102	<u>2,011.91</u>
Total checking and money market accounts	<u>1,728,773.15</u>

Certificates of deposit (interest rate and maturity):

Plaza Bank (0.65%, 03/02/16)	627,042.93
Belmont Bank and Trust (1.00% 08/23/16)	546,066.33
Belmont Bank (1.00% 08/05/16)	126,016.55
Plaza Bank (0.65% 03/18/16)	425,679.62
Belmont Bank (1.00% 08/21/16)	522,062.90
Belmont Bank (.996% 07/19/16)	<u>369,756.55</u>

Total certificates of deposit 2,616,624.88

Total checking, money market and certificates of deposit \$ 4,345,398.03

Motion by Trustee Skyba, seconded by Trustee Romano to approve the Treasurer's report as presented from the Financial Statement for April 2015.

Roll Call: Trustee Skyba; yes, Trustee Jarosz; yes,

Trustee Strempek; yes, Trustee Romano; yes,

Trustee Martell; yes, Trustee Szczurek; yes,

Trustee Lymperopulos; yes .

AYES: 7 NAY: 0

MOTION CARRIED

Chiefs Report:

All Trustees received a copy of the alarm report.

All Trustees received a copy of the inspection report along with the list of completed inspections for this month.

The retirement get together for Deputy Chief Kovalcik went very well last Friday. There had to be close to 100 people that stopped by to say their farewell to John. There were many from other departments in our Division, Mayors in our towns, Village Hall employees, dispatchers, public works, police from both towns, many friends and most of John's family. We wish him well, he had a great career.

The new ambulance has been delayed a couple of weeks, we should have the finished product in early June.

Now that Dan has been promoted, he will be taking over John's old car, squad #109. The Fire Prevention Vehicle will be used for the ancillary work which will be doing inspections in the District, 20 hours per week. This will begin on July 1st if the contract is completed.

Lauterbach asked if we would switch our payroll service over to them. This would help with all internal reporting. This would be less work for us and better for them. More control with everything in one place to do W2's, tax payments and pension reports. We would want to make sure Paylocity does the 2nd quarter taxes. We would have to let Paylocity know 2 payrolls ahead of time and then we would have 30 days access to the system before we would be locked out. If needed for a fee we could have access to the system for the remainder of the year. Their cost would be \$28 less per year than Paylocity.

I reached out to our auditors Knutte and Associates on securing a quote for the upcoming audit. They will give us a price for a 1 year and 3 year. I will forward the quote when I receive it.

Discussion on changing payroll and vehicles.

Motion by Trustee Martell and seconded by Trustee Szczurek to accept the Chief's Report for April 2015 as presented.

AYES: 7 NAY: 0

MOTION CARRIED

President Report:

Nothing to report at this time.

Committee Reports:

Finance Committee- Trustee Martell stated they met last week and went over the Deputy Chief's contract and the CBA as well as the Chief's contract. It will be discussed in Closed Session.

Building and Equipment Committee- Chairman Szczurek stated there is nothing to report at this time.

Technology and PR Media Committee- Chairman Strempek stated there is nothing to report at this time.

Policy Committee- Trustee Skyba stated he would like the whole board to look at the red-line copies of the rules and regulations once that is completed.

Pension Fund- Trustee Martell stated that the Pension Fund met and elected officers which remain the same, the fund is doing OK, it was positive. They approved the pension of John Kovalcik and checked the status of Brad Virgils which is still gathering information. The Pension board voted 3 to 2 to request \$999,500 for the annual contribution from the District levy. The state request is \$1,028,000. The minimum statutory funding amount is \$155,400 more than last year. Discussion.

Old Business:

None.

New Business:

Motion by Trustee Martell and seconded by Trustee Szczurek to adopt and ratify the canvass of the Norwood Park Fire Protection District election, already performed by the Cook County Clerk, and declares, Leonard J. Romano, Wayne Jarosz and Jerome Kolaski have each been elected to serve a six-year term as Trustee of the District.

Roll Call: Trustee Skyba; yes, Trustee Martell; yes,

Trustee Jarosz; yes, Trustee Szczurek; yes,

Trustee Strempek; yes, Trustee Lympelopulos; yes,

Trustee Romano; yes.

AYES: 7 NAY: 0

MOTION CARRIED

Motion by Trustee Skyba and seconded by Trustee Jarosz to table the motion to reappoint Andrew Golebiowski as Fire Commissioner of the Norwood Park Fire Protection District for a three year term, from June 1, 2015 to May 31, 2018, until after Closed Session

AYES: 7 NAY: 0

MOTION CARRIED

Motion by Trustee Strempek and seconded by Trustee Romano to approve Resolution #15-5, a Resolution authorizing the sale of surplus equipment.

Roll Call: Trustee Skyba; yes, Trustee Martell; yes,

Trustee Jarosz; yes, Trustee Szczurek; yes,

Trustee Strempek; yes, Trustee Lympelopulos; yes,

Trustee Romano; yes.

AYES: 7 NAY: 0

MOTION CARRIED

Discussion of supplies on list.

Motion by Trustee Skyba and seconded by Trustee Martell to approve Lauterbach & Amen, LLP to provide monthly accounting assistance to the Norwood Park Fire Protection District for year ended June 30, 2016, at a cost of \$1,060.00.

Roll Call: Trustee Skyba; yes, Trustee Martell; yes,

Trustee Jarosz; yes, Trustee Szczurek; yes,

Trustee Strempek; yes, Trustee Lymperopulos; yes,
Trustee Romano; yes.

AYES: 7 NAY: 0

MOTION CARRIED

Motion by Trustee Skyba and seconded by Trustee Strempek to approve annual audit support to the Norwood Park Fire Protection District for the year ending June 30, 2016 at a cost of \$1,060.00.

Roll Call: Trustee Romano; yes, Trustee Strempek; yes,
Trustee Jarosz; yes, Trustee Skyba; yes,
Trustee Martell; yes, Trustee Szczurek; yes,
Trustee Lymperopulos; yes.

AYES: 7 NAY: 0

MOTION CARRIED

Motion by Trustee Skyba and seconded by Trustee Jarosz to approve Lauterbach & Amen, LLP to provide semi-monthly payroll services, quarterly and annual payroll tax returns including W2's to the Norwood Park Fire Protection District effective July 1, 2015 at a cost of \$215.00 per month.

Trustee Martell wants to make sure that all information is entered correctly as of June 30 so that W2's are correct. Chief Stenson explained that Lauterbach & Amen will be entering all the information.

Roll Call: Trustee Skyba; yes, Trustee Jarosz; yes,
Trustee Martell; yes, Trustee Szczurek; yes,
Trustee Lymperopulos; yes, Trustee Romano; yes,
Trustee Strempek; yes.

AYES: 7 NAY: 0

MOTION CARRIED

Motion by Trustee Strempek and seconded by Trustee Romano to accept Deputy Chief John Kovalcik resignation letter dated April 21st, 2015. Last day on duty is May 8th, 2015 and last day on payroll June 17th, 2015.

Trustee Skyba stated for the record that they are in receipt of the letter.

Roll Call: Trustee Skyba; yes, Trustee Lympelopulos; yes,
Trustee Martell; yes, Trustee Szczurek; yes,
Trustee Romano; yes, Trustee Strempek; yes,
Trustee Jarosz; yes.

AYES: 7 NAY: 0

MOTION CARRIED

Motion by Trustee Skyba and seconded by Trustee Strempek to release John Kovalcik from the terms of his employment agreement dated July 1, 2012 through June 30th, 2015 (including Section 2 of the employment agreement).

Discussion on Section 2 of the contract.

Roll Call: Trustee Skyba; yes, Trustee Martell; yes,
Trustee Jarosz; yes, Trustee Szczurek; yes,
Trustee Strempek; yes, Trustee Romano; yes,
Trustee Lympelopulos; no.

AYES: 6 NAY: 1

MOTION CARRIED

Motion by Trustee Jarosz and seconded by Trustee Skyba to approve the payout of sick time, vacation time and personal days to retiring Deputy Chief John Kovalcik to be paid out on the July 1st, 2015 payroll.

Vacation/Personal- 13.8 days- \$6,606.34

Holiday- 1 day- \$478.72

Sick Time Buyback total- \$14,913.60

Total Payout: \$21,998.66

Roll Call: Trustee Skyba; yes, Trustee Jarosz; yes,
Trustee Martell; yes, Trustee Szczurek; yes,

Trustee Lympelopulos; yes, Trustee Strempek; yes,
Trustee Romano; yes.

AYES: 7 NAY: 0

MOTION CARRIED

Motion by Trustee Lympelopulos and seconded by Trustee Szczurek to approve the purchase and installation of 18 inch plastic letters presenting Norwood Park Fire Department to the rear of the building by Henry Lee at a cost of \$1,550.00

Roll Call: Trustee Skyba; yes, Trustee Martell; yes,
Trustee Jarosz; yes, Trustee Strempek; yes,
Trustee Szczurek; yes, Trustee Lympelopulos; yes,
Trustee Romano; yes.

AYES: 7 NAY: 0

MOTION CARRIED

Motion by Trustee Lympelopulos and seconded by Trustee Strempek to approve the purchase and installation of 2 new panels on the overhead door by Northern Door Garage Door Corporation at a cost of \$1,722.00.

Discussion regarding the doors and on quotes.

Roll Call: Trustee Skyba; yes, Trustee Jarosz; yes,
Trustee Strempek; yes, Trustee Romano; yes,
Trustee Lympelopulos; yes, Trustee Szczurek; yes,
Trustee Martell; yes.

AYES: 7 NAY: 0

MOTION CARRIED

Motion by Trustee Skyba and seconded by Trustee Martell to appoint Deputy Chief Dan Johnson as the Norwood Park Fire Protection District Freedom of Information Officer.

Roll Call: Trustee Skyba; yes, Trustee Martell; yes,
Trustee Jarosz; yes, Trustee Szczurek; yes,
Trustee Strempek; yes, Trustee Lymperopulos; yes,
Trustee Romano; yes.

AYES: 7 NAY: 0 MOTION CARRIED

Motion by Trustee Martell and seconded by Trustee Jarosz to appoint Chief Kevin Stenson as Program Administrator, Deputy Chief Daniel Johnson and Administrative Assistant Cynthia Stec as committee members for the Identity Theft Prevention Committee.

Discussion on the Committee.

Roll Call: Trustee Skyba; yes, Trustee Martell; yes,
Trustee Jarosz; yes, Trustee Szczurek; yes,
Trustee Strempek; yes, Trustee Lymperopulos; yes,
Trustee Romano; yes.

AYES: 7 NAY: 0 MOTION CARRIED

Motion by Trustee Strempek and seconded by Trustee Romano to appoint Chief Kevin Stenson, Deputy Chief Dan Johnson and Administrative Assistant Cynthia Stec as the Norwood Park Fire Protection District’s Privacy Officers.

Roll Call: Trustee Skyba; yes, Trustee Martell; yes,
Trustee Jarosz; yes, Trustee Szczurek; yes,
Trustee Lymperopulos; yes, Trustee Strempek; yes,
Trustee Romano; yes.

AYES: 7 NAY: 0

MOTION CARRIED

Motion by Trustee Jarosz and seconded by Trustee Lympelopulos to go into Closed Session to discuss Collective negotiating matters between the public body and its employees (5 ILCS 120/2(c)(2)), The appointment, employment, compensation, discipline, performance, or dismissal of specific employee (5 ILCS 120/2(c)(1), and Litigation (5 ILCS 120/2(c)(11)).

Roll Call: Trustee Skyba; yes, Trustee Martell; yes,
Trustee Jarosz; yes, Trustee Szczurek; yes,
Trustee Lympelopulos; yes, Trustee Romano; yes,
Trustee Strempek; yes.

AYES: 7 NAY: 0

MOTION CARRIED

Went into Closed Session at 8:38 PM

Returned from Closed Session at 9:30 PM. No votes taken. All Trustees present.

Motion by Trustee Skyba and seconded by Trustee Jarosz to reappoint Andrew Golebiowski as Fire Commissioner of the Norwood Park Fire Protection District for a three year term, from June 1, 2015 to May 31, 2018.

Roll Call: Trustee Lympelopulos; yes, Trustee Strempek; yes,
Trustee Romano; yes, Trustee Jarosz; yes,
Trustee Martell; yes, Trustee Skyba; yes,
Trustee Szczurek

AYES: 7 NAY: 0

MOTION CARRIED

Motion by Trustee Romano and seconded by Trustee Martell to approve the Deputy Chief contract with Daniel Johnson effective July 1, 2015.

Roll Call: Trustee Skyba; yes, Trustee Martell; yes,
Trustee Jarosz; yes, Trustee Szczurek; yes,
Trustee Strempek; yes, Trustee Lymperopulos; yes,
Trustee Romano; yes.

AYES: 7 NAY: 0

MOTION CARRIED

Motion by Trustee Martell and seconded by Trustee Jarosz to approve the benefits of Deputy Chief Daniel Johnson's contract to begin effective May 12, 2015.

Roll Call: Trustee Skyba; yes, Trustee Martell; yes,
Trustee Jarosz; yes, Trustee Szczurek; yes,
Trustee Strempek; yes, Trustee Lymperopulos; yes,
Trustee Romano; yes.

AYES: 7 NAY: 0

MOTION CARRIED

Motion by Trustee Martell and seconded by Trustee Lymperopulos to approve the internship for Haylie Stec, at a salary of \$10.00 per hour, not to exceed 40 per week with a maximum of 400 hours. Cost not to exceed \$4,000.00.

Roll Call: Trustee Skyba; yes, Trustee Martell; yes,
Trustee Jarosz; yes, Trustee Szczurek; yes,
Trustee Strempek; yes, Trustee Lymperopulos; yes,
Trustee Romano; yes.

AYES: 7 NAY: 0

MOTION CARRIED

Motion was made by Trustee Skyba and seconded by Trustee Lympelopulos to adjourn the meeting.

AYES: 7 NAY: 0

MOTION CARRIED

Meeting adjourned at 9:33 P.M.

Andy Skyba
Secretary

Douglass Strempek
President