

**MINUTES OF A 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 8th day of November 2011 at 7:10 P.M. at 7447 W. Lawrence Avenue, Harwood Heights, Illinois, 60706.

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

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

 Trustee Chmura; yes, Trustee Jarosz; yes,

 Trustee Szczurek; yes, Trustee Strempek; yes,

 Trustee Lympelopulos; yes, Deputy Chief Kovalcik; yes.

The pledge was said at the start of the meeting.

Motion by Trustee Martell and seconded by Trustee Skyba to promote Stanley Koy to the rank of Lieutenant for the Norwood Park Fire Protection District effective November 16th, 2011.

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

 Trustee Chmura; yes, Trustee Jarosz; yes,

 Trustee Szczurek; yes, Trustee Strempek; yes,

 Trustee Lympelopulos; yes.

AYES: 7 NAY: 0

MOTION CARRIED

Swearing in of Lt. Stanley Koy.

Swearing in of Firefighter James Cotiguala.

Recess at 7:15PM

Returned from Recess at 7:20PM.

COMMUNICATION WITH AUDIENCE (Public Participation)

A motion was made by Trustee Jarosz and seconded by Trustee Lympelopulos 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 Skyba and seconded by Trustee Szczurek to approve the payment of all current bills.

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

AYES: 7 NAY: 0

MOTION CARRIED

A motion was made by Trustee Lymperopulos and seconded by Trustee Szczurek to approve the minutes of the Regular meeting held on October 11th, 2011.

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

AYES: 7 NAY: 0

MOTION CARRIED

TREASURER'S REPORT

Schedule of Assets
(Arising from Cash Transactions)
October 31, 2011

Assets

Checking and money market accounts (interest rate):	
Plaza Bank checking (0.046%)	\$ 1,204
Plaza Bank money market (0.295%)	236,342
Plaza Bank checking- Public Education	573
Plaza Bank ambulance billing money market (0.295%)	241,854
Plaza Bank-Medical 1003102	30
Suburban Bank & Trust	<u>0</u>
Total checking and money market accounts	480,003
 Certificates of deposit (interest rate and maturity):	
Plaza Bank (1.10%, 03/02/12)	611,722

Belmont Bank and Trust (1.20% 08/23/12)	524,738
Plaza Bank (1.091% 01/17/12)	122,506
Plaza Bank (1.10% 03/18/12)	415,279
Plaza Bank (1.00% 06/23/12)	464,433
Belmont Bank (1.20% 08/21/12)	501,652
Belmont Bank (1.00% 07/19/12)	<u>356,205</u>
Total certificates of deposit	<u>2,996,535</u>
Total checking, money market and certificates of deposit	<u>\$3,476,538</u>

Motion by Trustee Skyba, seconded by Trustee Strempek to approve the Treasurer's report as presented from the Financial Statement for October 2011.

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

AYES: 7 NAY: 0

MOTION CARRIED

Chiefs Report: (Deputy Chief Kovalcik)

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.

I am happy to report that Brad Virgils returned to work on November 1st. I give him a lot of credit, his Dr. told him he would need 6 more months to heal. He challenged the Doctor and passed the FCE (Functional Capacity Exam) and was able to return to work. On another note I am sad to say that Cmdr. Stec handed in his papers to retire due to some health issues, this was effective November 1st.

Our new Firefighter Jim Cotiguala started working on days on November 1st. We are putting him through training to evaluate his skills. So far things are going very well and we hope to put him on shift November 14th. We have another candidate going through the hiring process. He was scheduled for his polygraph and psyche earlier today. If he passes that we will proceed to the background check. If all goes well he will start on January 1st. He is already a Firefighter and a Paramedic. We would do the same thing with him, have him work days for two weeks and put him through training to evaluate his skills and then put him on shift.

Today we are promoting Stan Koy to Lieutenant to take the place of Cmdr. Carpino. Lt. Blondell has been designated as Shift Commander. January we will be promoting Claude Erlewein to the rank of Lieutenant to take the place of Cmdr. Stec.

The Phone system is scheduled to be installed and on line November 30th. Once the Engineer went over our current system he found that some things were not compatible. We need to purchase new exterior phones for the front and back and a battery backup system. These items are on the agenda. Trustee Strempek can explain.

On the agenda is a payout to Cmdr. Stec. This is the built up sick time and vacation and holidays he had built up for next year. I went over it with Trustees Chmura and Martell to approve the figures.

The audit is still in progress, we should get a draft in the next couple of weeks. This should be in plenty of time to use for the Levy. We will approve the report at the December meeting.

The workers compensation renewal is due at this time. We spoke with them last Thursday and we should receive our quote this week. They said the pool had a bad year so all rates are going up.

The Firehouse annual Christmas party is scheduled for December 3rd from 3pm to 6pm. Please save the date I hope all can make it. We will send an invite in the mail later this week.

Last month I talked about selling the 1996 Pierce Saber. Once we pass the motion I will send the contract to Command Fire Apparatus and they will pay us 5% up front and the remainder of the \$58,000 will be due when they pick up the Engine. This will be done as soon as we put the new apparatus in service. This should be sometime in April 2012.

ISO (Insurance Service Organization) evaluation presentation explaining the process and how our rating has improved from a 5 to a 3. By being an ISO 3 we are now in the top 8% in Illinois. A decrease in our ISO rating also causes insurance premiums to decrease. Deputy Chief Kovalcik thanked everyone involved, Dispatch, Water Department and the Trustees. Trustees stated they appreciate all the hard work and that it is great news.

A motion was made by Trustee Lympelopulos and seconded by Trustee Jarosz to accept the Chiefs report as presented for October 2011.

AYES: 7 NAY: 0

MOTION CARRIED

Presidents Report:

President Chmura reported they met with Harwood Heights to talk to them about the TIF area. They are still in the early planning stages.
The Fiscal Report Card for the department shows we are in good shape.

Committee Reports:

Finance Committee- Trustee Chmura stated we are waiting for the audit. Should have something soon.

Building and Equipment Committee- Trustee Strempek discussed the new phone system. Few things came up that were additional costs, a UPS /surge protector and 2 speaker phones for the front and back of the building along with waterproof boxes.

Technology and PR Media Committee- Chairman Strempek covered this in Building and Equipment committee.

Policy Committee- Chairman Trustee Skyba stated there is nothing at this time.

Pension Fund- Trustee Chmura stated that there was a bad quarter and hopefully things will get better. The Pension fund has hired a new firm to do their books, Paul Smit will no longer be working with the Pension fund.

Old Business:

None.

New Business:

Motion was made by Trustee Strempek and seconded by Trustee Lymperopulos to approve Resolution #11-4, a Resolution for the Sale of Surplus Vehicle.

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

AYES: 7 NAY: 0

MOTION CARRIED

Motion was made by Trustee Skyba and seconded by Trustee Jarosz to approve the sale of Engine 102 (1996 Pierce Saber Engine) to Command Fire Apparatus for \$58,000.00, with 5% deposit due at time of acceptance. The balance will be due when the new engine goes in service, approximately April 2012.

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

AYES: 7 NAY: 0

MOTION CARRIED

Motion was made by Trustee Martell and seconded by Trustee Skyba to approve the payout of sick time, vacation time and personal days to retiring Lieutenant/Commander Charles Stec:
Vacation/Personal days- 24 days \$15,734.40
Sick Time Buyback total-\$19,219.85
Total Payout: \$34,954.25

The payout is contingent upon the emergency Pension Board Meeting which will be on Friday to accept the retirement of Charles Stec.

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

AYES: 7 NAY: 0 MOTION CARRIED

Motion by Trustee Martell and seconded by Trustee Skyba to approve the purchase from Pentegra of two (2) Hands free speaker phones, one (1) additional line card and one (1) ON series 1KVA Rack Mounted UPS for the phone system, totaling \$3,431.50.

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

AYES: 7 NAY: 0 MOTION CARRIED

Motion to go to closed session was tabled.

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

AYES: 7 NAY: 0 MOTION CARRIED

Meeting adjourned at 7:56 P.M.

Doug Strempek
Secretary

James Chmura
President