

**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 13th day of July, 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 Strempek; yes,

 Trustee Lyemperopulos; yes, Trustee Romano; yes,

 Trustee Kolaski; yes, Chief Stenson; yes.

The pledge was said at the start of the meeting.

COMMUNICATION WITH AUDIENCE (Public Participation)

A motion was made by Trustee Skyba and seconded by Trustee Jarosz 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

No one present.

A motion was made by Trustee Romano and seconded by Trustee Kolaski to approve the payment of all current disbursements in the amount of \$437,062.62.

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

 Trustee Jarosz; yes, Trustee Strempek; yes,

 Trustee Lyemperopulos; yes, Trustee Romano; yes,

 Trustee Kolaski; yes.

AYES: 7 NAY: 0

MOTION CARRIED

Chief Stenson explained that the current disbursement amount included retired Deputy Chief Kovalcik's final payout of \$21,998.66.

Motion by Trustee Skyba and seconded by Trustee Strempek to approve the minutes of the Rescheduled Regular meeting held on June 9th, 2015.

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

AYES: 7 NAY: 0

MOTION CARRIED

Motion by Trustee Lympelopulos and seconded by Trustee Romano to approve the minutes of the Closed Session meeting held on June 9th, 2015.

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

AYES: 7 NAY: 0

MOTION CARRIED

TREASURER'S REPORT

Schedule of Assets
(Arising from Cash Transactions)
June 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%)	364,329.54

Plaza Bank ambulance billing money market #4304492 (0.295%)	663,502.73
Plaza Bank-Medical #1003102	<u>2,011.91</u>
Total checking and money market accounts	<u>1,034,335.14</u>
Certificates of deposit (interest rate and maturity):	
Plaza Bank (0.65%, 03/02/16)	628,060.76
Belmont Bank and Trust (1.00% 08/23/16)	547,392.51
Belmont Bank (1.00% 08/05/16)	126,016.55
Plaza Bank (0.65% 03/18/16)	426,370.60
Belmont Bank (1.00% 08/21/16)	523,330.78
Belmont Bank (.996% 07/19/16)	<u>369,756.55</u>
Total certificates of deposit	<u>2,620,927.75</u>
Total checking, money market and certificates of deposit	<u>\$ 3,655,262.89</u>

Motion by Trustee Skyba, seconded by Trustee Martell to approve the Treasurer’s report as presented from the Financial Statement for June 2015.

Trustee Romano stated at this point with the unaudited financials we have a loss of about \$195,000.00. Chief stated we collected \$130,000.00 more in ambulance revenue this year than last year. Trustee Martell also stated that we had the Truth in Taxation last year which allowed us to collect more revenue. Chief commented that we did have \$262,742.00 in capital expenses this year and that he felt we had predicted a larger deficit at the end of the fiscal year.

Roll Call: Trustee Skyba; yes, Trustee Romano; yes,
Trustee Strempek; yes, Trustee Jarosz; yes,
Trustee Lymeropulos; yes, Trustee Kolaski; yes,
Trustee Martell; 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 fiscal year is over and according to our financial statement we are \$194,651 in the red. This year we had capital projects totaling \$262,752. According to the cash on hand we are \$182,697 less than July 1st 2014. Last year we had our best year ever for ambulance billing collecting \$628,538. This year we collected \$758,588, an increase of \$130,050.

We are currently getting prices for a new roof on the addition. While they are giving us prices we are asking them to inspect and quote on repairing or replacing the roof next year on the main building. One roofing company told us it would be somewhere between \$200,000 and \$300,000. We will need to follow the new rules on bidding; Shawn will be walking us through the process.

We have started donating some of the old equipment in the back bay. Triton college picked up a bunch of stuff last week and signed our as is release. Broadview Fire Department also picked up some air packs and gear. We are reaching out to the State Fire Marshalls office to donate to less fortunate departments.

On the agenda we have an upgrade to the security system. Currently due to the motion cameras we only record two days of activities. I have on the agenda to upgrade to a 1 Tb system for \$1,100. After talking with them today I think a 2 Tb system would be better. This would capture well over a month of activity. This price would be \$214 more or \$1,314.

One of the air conditioners on the office side of the building is on the agenda. Due to the age and condition of the unit they were not able to repair it. They suggested replacing the furnace along with it or they would have had problems matching the units and it is 27 years old. The price for both was \$6,200 and it is already installed.

Our new spare ambulance has been leaking oil and we waited until the new unit was in service before we brought it in for service. They had to pull the engine and replace different gaskets. The repair costs are about \$6,500 and they are still looking at a couple of issues. I should have it back in the next couple of days. I put not to exceed \$7,000 in case they found any other work that needed to be done.

I would like to put a committee together for the 75th anniversary. From what I can find the department was formed on July 23rd, 1941 and chartered on August 25th, 1941. I would like to combine it with the open house but we can discuss that with the committee. Trustee Martell is interested and would like Trustee Strempek and Trustee Skyba on the committee. Chief Stenson stated he will have Deputy Chief Johnson and would like to have Lieutenant Koy involved as well.

Overtime was very high this month. Overtime is always a half a month behind so the overtime was for the last two weeks in May and the first two weeks in June. In May we had two men off on Workers Compensation which accounted for 6 days or 144 hours. The first two weeks in June we had another 6

days. This was 288 hours to cover minimum manning. 66 hours of overtime was for training and 56 of them will be reimbursed by ITTF. We have had 144 hours so far this month to cover the short shift.

The pension meeting will be held on July 30th at 7pm.

Trustee Martell would like a report knowing what training is being completed quarterly, Chief Stenson stated that can be done monthly.

Trustee Martell asked why there were only 12 inspections for the month of June. Chief Stenson explained how the new program began July 1st and they had to spend that time preparing. Discussion.

Motion by Trustee Jarosz and seconded by Trustee Lymperopulos to accept the Chief's Report for June 2015 as presented.

AYES: 7 NAY: 0

MOTION CARRIED

President Report:

Trustee Martell would like each committee to meet with the Chief and Deputy Chief over the next two months. The committees would need to be posted 48 hours prior.

Committee Reports:

Finance Committee- Trustee Romano stated there is nothing to report at this time.

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

Information Technology Committee - Chairman Strempek stated there is nothing to report at this time.

Policy Committee- Trustee Skyba stated there is nothing to report at this time. Chief Stenson stated that he will deliver the Rules and Regulations to their home.

Trustee Martell stated that he asked Chief Stenson to go through all the Ordinances and Resolutions that are not financial that should be in the policy book.

Strategic Planning Committee- Trustee Martell stated he will call the members to set up a meeting.

Human Capital Committee- Trustee Skyba stated there is nothing to report at this time.

Community Relations Committee- Trustee Jarosz stated that there is nothing to report at this time, but would like to be involved with the 75th anniversary planning.

Pension Fund-Trustee Martell stated that there is a meeting on July 30th at 7pm. Trustee Martell asked Chief Stenson to contact Jeff Peistrup and have the financials sent to Trustee Romano.

Old Business:

None.

New Business:

Motion by Trustee Skyba and seconded by Trustee Lympelopulos to approve the renewal with Guardian Dental Insurance Company, policy #502601, effective from August 1, 2015 through July 31, 2016.

Trustee Martell asked if we have always had our dental policy dates not match with the CBA. Chief stated he will look into next year to see if we could have the dates coincide with the CBA. Chief Stenson stated the increase is 10%, we did not have much of a choice because no one could match our current policy and some companies would not bid. Discussion on the retirees being on dental insurance paying 25% and the district paying 75%, the district pays 100% for active employees.

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

AYES: 7 NAY: 0

MOTION CARRIED

Motion by Trustee Skyba and seconded by Trustee Jarosz to approve the upgrade of the security DVR to 2TB by Bullis Lock at a cost not to exceed \$1,314.00.

Trustee Martell asked if Trustee Strempek was OK with this. Trustee Strempek stated that he was.
Discussion.

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

Trustee Romano; yes.

AYES: 7 NAY: 0

MOTION CARRIED

Motion by Trustee Lympelopulos and seconded by Trustee Martell to approve the purchase and installation of a Carrier furnace and air conditioner by Al Air at a cost of \$6,200.00.

Trustee Martell stated this was an emergency repair.

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

AYES: 7 NAY: 0

MOTION CARRIED

Motion by Trustee Lympelopulos and seconded by Trustee Kolaski to approve the oil leak repairs to Ambulance #106 by Roesch Ford at a cost not to exceed \$7,000.00.

Trustee Martell stated this was an emergency repair.

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

AYES: 7 NAY: 0

MOTION CARRIED

Motion to approve the destruction of Closed Session audio tapes from April 2013 up to and including October 2013 was tabled until after Closed Session.

Motion by Trustee Jarosz and seconded by Trustee Kolaski to go into Closed Session for purposes of approval or review for public disclosure (5 ILCS 120/2(c)(21)) and the appointment, employment, compensation, discipline, performance, or dismissal of specific employee (5 ILCS 120/2(c)(1)).

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

AYES: 7 NAY: 0 MOTION CARRIED

Went into Closed Session at 8:03 PM

Motion by Trustee Jarosz and seconded by Trustee Kolaski to return to open session at 8:47. No votes taken. All Trustees present. No Closed Session minutes released at this time.

AYES: 7 NAY: 0 MOTION CARRIED

Motion by Trustee Jarosz and seconded by Trustee Strempek to approve the destruction of Closed Session audio tapes from April 2013 up to and including October 2013.

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

AYES: 7 NAY: 0 MOTION CARRIED

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

AYES: 7 NAY: 0

MOTION CARRIED

Meeting adjourned at 8:50 P.M.

Andy Skyba
Secretary

Robert Martell
President