

**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 21st day of August, 2017 at 7:30 P.M. at 7447 W. Lawrence Ave., Harwood Heights, Illinois.

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 Lympelopulos; yes, Trustee Romano; yes,
Trustee Kolaski; yes, Trustee Avino; yes,
Trustee Cichon; yes, Fire Chief/Administrator Vavra; yes,
Attorney Flaherty, yes.

The pledge was said at the start of the meeting.

Public Hearing (Budget and Appropriations 2017-2018).

Trustee Romano stated the Finance Committee met, went through the Budget and made some adjustments. He stated there is a shortfall of \$800,000 that we will use our reserves to cover. Discussion on the Actuary and what may be levied.

Motion by Trustee Kolaski and second by Trustee Avino to adjourn the Public Hearing and resume the Regular Meeting.

Roll Call: Trustee Skyba; yes, Trustee Martell; yes,
Trustee Lympelopulos; yes, Trustee Romano; yes,
Trustee Kolaski; yes, Trustee Avino; yes,
Trustee Cichon; yes.

AYES: 7 NAY: 0

MOTION CARRIED

COMMUNICATION WITH THE AUDIENCE (Public Participation)

A motion was made by Trustee Skyba 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

Question about what percentage the Pension is funded at. Discussion. Trustee Martell stated that the District has always funded what the State has said is needed or exceeded the amount.

Motion by Trustee Kolaski and seconded by Trustee Romano to approve the minutes of the Regular meeting held on July 17th, 2017.

Roll Call: Trustee Skyba; yes, Trustee Martell; yes,
Trustee Lympelopulos; yes, Trustee Romano; yes,
Trustee Kolaski; yes, Trustee Avino; yes,
Trustee Cichon; yes.

AYES: 7 NAY: 0 MOTION CARRIED

Motion by Trustee Lympelopulos and seconded by Trustee Cichon to approve and keep closed the minutes of the 1st Closed Session meeting held on July 17th, 2017.

Roll Call: Trustee Skyba; yes, Trustee Martell; yes,
Trustee Lympelopulos; yes, Trustee Romano; yes,
Trustee Kolaski; yes, Trustee Avino; yes,
Trustee Cichon; yes.

AYES: 7 NAY: 0 MOTION CARRIED

Motion by Trustee Romano and seconded by Trustee Kolaski to approve and keep closed the minutes of the 2nd Closed Session meeting held on July 17th, 2017.

Roll Call: Trustee Skyba; yes, Trustee Martell; yes,
Trustee Lympelopulos; yes, Trustee Romano; yes,
Trustee Kolaski; yes, Trustee Avino; yes,
Trustee Cichon; yes.

AYES: 7 NAY: 0 MOTION CARRIED

Motion by Trustee Lympelopulos and seconded by Trustee Avino to approve payment of all current disbursements in the amount of \$407,500.44.

Roll Call: Trustee Skyba; yes, Trustee Martell; yes,
Trustee Lympelopulos; yes, Trustee Romano; yes,
Trustee Kolaski; yes, Trustee Avino; yes,
Trustee Cichon; yes.

Trustee Romano stated that we were on a downward trend for bills.
Chief discussed some of the payables.

AYES: 7 NAY: 0

MOTION CARRIED

TREASURER'S REPORT

Schedule of Assets
(Arising from Cash Transactions)
July 31th, 2017

Assets

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

Byline Bank checking #4303503 (0.046%)	12,550.55
Byline Bank money market #4303498	673,121.38
Byline Bank ambulance billing money market #4304492 (0.295%)	669,260.84
Byline Bank-Medical #1003102	3,764.74
Byline Bank- FSA #9990034868	<u>2,539.37</u>
Total checking and money market accounts	<u>\$1,361,236.88</u>

Certificates of deposit (interest rate and maturity):

Belmont Bank (1.25%, 09/10/18)	639,403.52
Belmont Bank (1.00% 08/05/18)	128,552.28
Belmont Bank (1.35% 06/23/18)	434,178.81
Belmont Bank (1.29%, 09/26/17)	206,235.98
Belmont Bank (1.00% 08/21/18)	533,861.37
Belmont Bank (1.00% 07/19/18)	<u>378,133.52</u>
Total certificates of deposit	<u>\$ 2,320,365.48</u>

Total checking, money market and certificates of deposit \$ 3,681,602.36

Motion by Trustee Skyba and seconded by Trustee Martell to approve the Treasurer's report as presented from the Financial Statement for July 2017.

Trustee Romano stated that one of the CD will mature next month. We did get the first batch of property tax money. Discussion.

Roll Call: Trustee Skyba; yes, Trustee Martell; yes,
Trustee Lympelopulos; yes, Trustee Romano; yes,
Trustee Kolaski; yes, Trustee Avino; yes,
Trustee Cichon; yes.

AYES: 7 NAY: 0

MOTION CARRIED

Chiefs' Report:

Chief Vavra included report in Trustee's packet.

Chief stated that call trend continues to be monitored. Slightly higher call volume this month.

He received Deputy Chief's Johnson retirement letter.

Looking at different Worker Compensation Insurance options.

Exploring changes to technology. Looking into items that may bring us up to date with current technology.

Working with Triton to try and bring classes here at the department.

Motion by Trustee Avino and seconded by Trustee Martell to accept the Chiefs' Report for July 2017 as presented.

Trustee Martell asked why the inspection list is light this month. Chief explained that we are still on schedule to get all inspections completed.

Trustee Lympelopulos asked about the ambulance box. Chief went back to vendors and got more apples to apples comparisons. Should have all information soon.

AYES: 7 NAY: 0

MOTION CARRIED

President's Report: Trustee Martell stated that there is a Commissioners position open and there are 5 applications received, will discuss in Closed Session.

Committee Reports:

Finance & Information Technology Committee- Trustee Romano stated they touched on a number of topics at their recent meeting. The 911 dispatch proposals were reviewed, ambulance box proposals, dental insurance pricing, seal-coating for parking lot will still need a few more bids. Budget and Appropriations was reviewed as well as the Compensation Package that is going to be posted on the web site. Proposal for possible settlement will be discussed in Closed Session.

Building and Equipment Committee- Trustee Lympelopulos stated there is nothing to report.

Policy Committee- Trustee Kolaski stated they will have a meeting soon, but need some background information before anything is done.

Strategic Planning Committee- Trustee Martell stated they will meet in September.

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

Community Relations Committee-Trustee Avino stated they were reviewing the Newsletter that will be going out. Social Media was discussed and there are plans to move forward with things in the near future. Open House is coming up and discussed Halloween Trick or Treat bags for students and the potential to win a ride in a fire truck to school. Also, looking into making Norwood Massachusetts a Brother Fire Department.

Fire Commissioner & Pension Board Governance & Oversight Committee- Trustee Cichon stated there was a Pension Board meeting and there is a lot to take in. Trustee Romano stated that it was the new appointed members first meeting, there was an overview of what and where the money is invested in. Investments are looking good.

Attorney Report- Attorney Shawn Flaherty stated there is a state budget and we do not have to worry about a property tax freeze. The CPI is 2.1 which increased from last year.

New bill on the Governor's desk, to be named a Fire Chief you need to have education/certification/time served in the department. This is to eliminate places that have a Police Chief come over and run both the police and fire department with no fire experience.

Another bill that just passed is that new smoke detectors have to have a 10 year battery life and be tamper proof.

Motion by Trustee Kolaski and seconded by Trustee Skyba to go into Closed Session Pursuant to Section (2)(c)(1) of the Open Meetings Act (to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body); and/or section (2)(c)(11) of the Act (pending, probable or imminent litigation) and 5 ILCS 120/2(c)(3) Selection of a person to fill a public office and approval or review of public disclosure (ILCS 120/20(c)(21)).

Roll Call: Trustee Skyba; yes, Trustee Martell; yes,
Trustee Lympelopulos; yes, Trustee Romano; yes,
Trustee Kolaski; yes, Trustee Avino; yes,
Trustee Cichon; yes.

AYES: 7 NAY: 0

MOTION CARRIED

Went in to Closed Session at 8:01 P.M.

Returned from Closed Session at 9.26 P.M., no decision made, no votes taken.

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

Trustee Kolaski; yes, Trustee Avino; yes,
Trustee Cichon; yes, Chief/Administrator Vavra; yes,
Attorney Flaherty; yes.

Old Business:

Motion by Trustee Martell and seconded by Trustee Avino to accept the lowest responsible bid of the Public Safety Emergency Dispatch Services Proposals with Municipal Consolidated Dispatch for three years.

No buy in fee

1st year- \$91,800 annually

2nd year- \$93,636 annually

3rd year- \$95,509 annually

Trustee Lympelopulos asked who Harwood Heights and Norridge are using which is MCD. Trustee Romano stated that they reviewed 3 bids and MCD was the lowest cost and best service. We do not have voting rights. This should take effect December 1st. Norridge said they would honor our agreement until it ends which is December 1st, but MCD goes live September 19th.

Roll Call: Trustee Skyba; yes, Trustee Martell; yes,
Trustee Lympelopulos; yes, Trustee Romano; yes,
Trustee Kolaski; yes, Trustee Avino; yes,
Trustee Cichon; yes.

AYES: 7 NAY: 0

MOTION CARRIED

Motion by Trustee Skyba and seconded by Trustee Martell to pass and approve Resolution #17-7, A Resolution relating to the terms of employment for the position of Administrative Assistance to the Chief of the Fire Department.

Roll Call: Trustee Skyba; yes, Trustee Martell; yes,
Trustee Lympelopulos; yes, Trustee Romano; yes,
Trustee Kolaski; yes, Trustee Avino; yes,
Trustee Cichon; yes.

AYES: 7 NAY: 0

MOTION CARRIED

Motion by Trustee Romano and seconded by Trustee Martell to approve the possible settlement of lawsuit with Timothy Dawidiuk.

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

Trustee Kolaski; yes, Trustee Avino; yes,
Trustee Cichon; yes.

AYES: 7 NAY: 0

MOTION CARRIED

New Business

Motion by Trustee Kolaski and seconded by Trustee Romano to adopt and approve Ordinance #17-3, the Norwood Park Fire Protection District Budget and Appropriation for fiscal year 2017-2018.

Roll Call: Trustee Skyba; yes, Trustee Martell; yes,
Trustee Lympelopulos; yes, Trustee Romano; yes,
Trustee Kolaski; yes, Trustee Avino; yes,
Trustee Cichon; yes.

AYES: 7 NAY: 0

MOTION CARRIED

Motion by Trustee Skyba and seconded by Trustee Cichon to approve Resolution #17-5, A Resolution authorizing the declaration of surplus equipment.

Chief explained that this is the hose that we already have replaced. A good portion of this hose will be going to Triton College for training purposes.

Roll Call: Trustee Skyba; yes, Trustee Martell; yes,
Trustee Lympelopulos; yes, Trustee Romano; yes,
Trustee Kolaski; yes, Trustee Avino; yes,
Trustee Cichon; yes.

AYES: 7 NAY: 0

MOTION CARRIED

Motion by Trustee Kolaski and seconded by Trustee Skyba to approve Resolution #17-6, A Resolution naming Northlake Fire Protection District as a Brother Fire District.

Chief explained that Northlake is also celebrating their 75th Anniversary.

Roll Call: Trustee Skyba; yes, Trustee Martell; yes,
Trustee Lympelopulos; yes, Trustee Romano; yes,
Trustee Kolaski; yes, Trustee Avino; yes,
Trustee Cichon; yes.

AYES: 7 NAY: 0

MOTION CARRIED

Motion by Trustee Martell and seconded by Trustee Romano to approve dental insurance with Guardian from September 1, 2017 through December 1, 2018.

This was reviewed by the Finance Committee.

Roll Call: Trustee Skyba; yes, Trustee Martell; yes, Trustee Lympelopulos; yes, Trustee Romano; yes, Trustee Kolaski; yes, Trustee Avino; yes, Trustee Cichon; yes.

AYES: 7 NAY: 0 MOTION CARRIED

Motion by Trustee Skyba and seconded by Trustee Kolaski to keep closed the Closed Session Minutes from June 9, 2005 through June 12, 2017.

Roll Call: Trustee Skyba; yes, Trustee Martell; yes, Trustee Lympelopulos; yes, Trustee Romano; yes, Trustee Kolaski; yes, Trustee Avino; yes, Trustee Cichon; yes.

AYES: 7 NAY: 0 MOTION CARRIED

Motion by Trustee Skyba and seconded by Trustee Martell to ratify the purchase of (2) two, 65" Samsung 4K LED Smart TVs at a total cost of \$1,498 from Fry's Electronics for the training room.

Chief states that it is working great but the graphics card is not strong enough so we will have to make changes to that.

Roll Call: Trustee Skyba; yes, Trustee Martell; yes, Trustee Lympelopulos; yes, Trustee Romano; yes, Trustee Kolaski; yes, Trustee Avino; yes, Trustee Cichon; yes.

AYES: 7 NAY: 0 MOTION CARRIED

Motion by Trustee Romano and seconded by Trustee Martell to approve Tim Sharpe to complete the Pension Actuary and GASB 67/68 for three years (2016-2018) at an annual cost of \$2,500. The Pension fund will reimbursement the District for 50% of the cost.

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

Trustee Kolaski; yes, Trustee Avino; yes,
Trustee Cichon; yes.

AYES: 7 NAY: 0

MOTION CARRIED

Motion by Trustee Kolaski and seconded by Trustee Cichon to approve Deputy Chief Daniel Johnson's letter of retirement dated July 24, 2017 effective August 31, 2017 and to release him from the terms of his employment agreement.

Roll Call: Trustee Skyba; yes, Trustee Martell; yes,
Trustee Lympelopulos; yes, Trustee Romano; yes,
Trustee Kolaski; yes, Trustee Avino; yes,
Trustee Cichon; yes.

AYES: 7 NAY: 0

MOTION CARRIED

Motion by Trustee Romano and seconded by Trustee Martell to approve the payout of sick time, vacation time and personal days to retiring Deputy Chief Daniel Johnson; \$18,014.56 paid out on September 1, 1027 payroll and \$24,458.64 banked for medical insurance premiums per the contract.

Totally Vacation/Personal time	\$17,496.56
Total Sick Time	\$24,458.64
Discretionary Non-Pensionable Bonus	<u>\$ 1,136.72</u>
Total Payout for all days and Bonus	\$43,091.92

Roll Call: Trustee Skyba; yes, Trustee Martell; yes,
Trustee Lympelopulos; yes, Trustee Romano; yes,
Trustee Kolaski; yes, Trustee Avino; yes,
Trustee Cichon; yes.

AYES: 7 NAY: 0

MOTION CARRIED

Motion by Trustee Avino and seconded by Trustee Kolaski to approve the resignation letter dated August 17, 2017 of Firefighter Paul Kossifologos effective August 31, 2017.

Roll Call: Trustee Skyba; yes, Trustee Martell; yes,
Trustee Lympelopulos; yes, Trustee Romano; yes,
Trustee Kolaski; yes, Trustee Avino; yes,
Trustee Cichon; yes.

AYES: 7 NAY: 0

MOTION CARRIED

Motion by Trustee Cichon and seconded by Trustee Martell to approve the payout of sick time, vacation time and personal days to Paul Kossifologos; \$31,878.00 paid out on September 1, 2017 payroll.

Total Vacation/Personal time	\$14,735.52
Total Sick Time	<u>\$17,142.48</u>
Total Payout of all days	\$31,878.00

Roll Call: Trustee Skyba; yes, Trustee Martell; yes,
Trustee Lympelopulos; yes, Trustee Romano; yes,
Trustee Kolaski; yes, Trustee Avino; yes,
Trustee Cichon; yes.

AYES: 7 NAY: 0 MOTION CARRIED

Chief Vavra explained how he met with all members of the department to gather input; Firefighter Steve Henmueller was able to finish and created this Mission and Vision Statement. Trustee Martell stated that the Board Members would like to adjourn.

Trustee Lympelopulos stated that effective September 1, 2017 he will be stepping down. He is moving out of the District. He will miss everyone and has enjoyed this time. Trustee Martell thanked Trustee Lympelopulos and he will be missed.

Motion by Trustee Skyba and seconded by Trustee Lympelopulos to adjourn the meeting.
AYES: 7 NAY: 0 MOTION CARRIED

Meeting adjourned at 9:47 P.M.

Andrew Skyba
Secretary

Robert Martell
President