

**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 11<sup>th</sup> day of December, 2007 at 7:00 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 Hadfield; yes, Trustee Sulimowski; yes,  
  
                                  Trustee Gelsomino; yes, Trustee Szczurek; yes  
  
                                  Trustee Chmura; yes, Chief Stenson; yes.

The pledge was said at the start of the meeting.

Motion by Trustee Skyba and seconded by Trustee Martell to approve the agenda for December 11th, 2007 meeting.

AYES: 7   NAY: 0

MOTION CARRIED

**COMMUNICATION WITH AUDIENCE (Public Participation)**

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

Roll Call: Trustee Skyba; yes, Trustee Martell; yes,  
Trustee Hadfield; yes, Trustee Sulimowski; yes,  
Trustee Gelsomino; yes, Trustee Szczurek; yes,  
Trustee Chmura; yes.

AYES: 7 NAY: 0 MOTION CARRIED

A motion was made by Trustee Chmura and seconded by Trustee Gelsomino to approve the minutes of the Regular meeting held on November 13<sup>th</sup>, 2007.

Roll Call: Trustee Skyba; yes, Trustee Martell; yes,  
Trustee Hadfield; yes, Trustee Sulimowski; yes,  
Trustee Gelsomino; yes, Trustee Szczurek; yes,  
Trustee Chmura; yes.

AYES: 7 NAY: 0 MOTION CARRIED

**TREASURER'S REPORT**

Schedule of Assets  
(Arising from Cash Transactions)  
November 30, 2007

Assets

Checking and money market accounts (interest rate):	
Plaza Bank checking (0.245%)	\$ 4,876
Plaza Bank money market (4.827%)	635,675
Plaza Bank	<u>10,113</u>
Total checking and money market accounts	<u>650,664</u>

Certificates of deposit (interest rate and maturity):	
Labe Bank (5.25% 03/07/08)	452,348
Plaza Bank (5.145% 01/17/08)	109,314
Plaza Bank (5.25% 06/23/08)	1,386,627
Midwest Bank (5.35% 05/10/08)	422,059
Midwest Bank (5.48% 01/05/08)	<u>300,000</u>
Total certificates of deposit	<u>2,670,348</u>
Total checking, money market and certificates of deposit	<u>\$3,321,012</u>

Trustee Martell discussed the tax money received as to date. Discussion on the Plaza CD which money was borrowed. It will need to be replenished when more tax money is received. Trustee Martell also stated that everyone has received a copy of the audit.

Motion by Trustee Skyba, Seconded by Trustee Sulimowski to approve the Treasurer's report as presented from the Financial Statement for November 2007.

Roll Call: Trustee Skyba; yes, Trustee Martell; yes,  
Trustee Hadfield; yes, Trustee Sulimowski; yes,  
Trustee Gelsomino; yes, Trustee Szczurek; yes,  
Trustee Chmura; 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.

Chief e-mailed everyone to let them know of the fatal fire that happened on Saturday, December 8<sup>th</sup>. Discussion. Christmas party ended 15 minutes prior to the fire, so there was a lot of help. The party was a great success and thank you to all that contributed.

There was a Commissioner meeting on Tuesday the 4<sup>th</sup>, a copy of the minutes were enclosed in the packets. They discussed the Lieutenants exam which will cost about \$4,000.00. The Commissioners decided to go with the assessment center which is the oral portion of the

testing, it will be held on March 16<sup>th</sup>. The written test will be April 15<sup>th</sup>. The Lieutenant's eligibility list expires April 15<sup>th</sup>. Discussion.

Phil Pawlowski discussed the CPAP machine that will be put on the ambulance. This item is on the agenda for purchase. Discussion.

Truck 104 had to replace the hydraulic tank and a new pump, we received a \$1,500.00 credit, the cost was \$8,000.00.

The tax levy and truth in taxation went through our attorney, it also needed to be reformatted.

Everyone is having their picture and bio done for the web site, which is still in progress.

Everyone received the Stefanowicz settlement. The District and Paul Smit will be handling the retiree's "sick bank money" from now on. Trustee Chmura discussed the concern that the sick bank was not reported in the audit. This will be rectified in the upcoming audit.

The lockers and layout will be approved tomorrow. We should received them within 12 weeks.

A motion was made by Trustee Martell and seconded by Trustee Hadfield to accept the Chiefs report as presented for November 2007.

AYES: 7 NAY: 0

MOTION CARRIED

### **Presidents Report:**

Trustee Sulimowski would like to thank the Finance Committee, Trustee Chmura and Trustee Martell, for bringing a resolution to the Stefanowicz issue.

Trustee Sulimowski would also like to thank the Chief and Deputy Chief for the Christmas party.

### **Correspondence:**

Letter from G.A. Johnson & Son thanking Lieutenant Johnson for the Circuit City Project.

Letter from Franklin Park Fire Department thanking Deputy Chief Kovalcik for helping organize the Silent Parade Memorial.

Letter from Leigh School thanking the fire department for having the equipment come to the school in October and participating in the Halloween Parade and the school fire drill.

Letter from Mayor Fuller thanking the Chief for participating in the Village of Harwood Heights 60<sup>th</sup> Anniversary celebration.

Letter from Gwen Gialo asking for donations for the needy.

### **Committee Reports:**

Finance Committee- Chairman Trustee Chmura received a phone call from Dennis Stefanowicz Jr. reminding the Board that they should honor the terms of the agreement.

Trustee Chmura states that the meeting with the Pension Board went well.

Next meeting it should be on the agenda to pay off the liability due to the pension.

Trustee Chmura stated that the Resolution for Cyndi Stec is on the agenda and this is the recommendation from the finance committee. Discussion.

Discussed having a budget for the Christmas party next year.

Building and Equipment Committee- Chairman Trustee Hadfield states that he is referring to the Chief. Chief stated that the next project will be the remodel of the kitchen and he would like to set up a meeting to get this started.

Technology and PR Media Committee- Chairman Trustee Sulimowski stated that there are pictures being sent to the web site.

Policy Committee- Chairman Trustee Gelsomino stated that there is a motion on the agenda for the No Smoking Policy to be approved effective January 1<sup>st</sup>.

Pension Fund- Trustee Martell states that during the Finance committee meeting, they spoke about pension issues and they have some good ideas. Trustee Martell states that after the 1<sup>st</sup> of the year they can send out information to see where the performance is and see if there is any room for improvement. Discussion.

### **Old Business:**

None.

### **New Business:**

Motion by Trustee Gelsomino and seconded by Trustee Chmura to pass and approve, Ordinance #07-5, the Norwood Park Fire Protection District 2007-2008 Tax Levy.

Roll Call: Trustee Skyba; yes, Trustee Martell; yes,  
Trustee Hadfield; yes, Trustee Sulimowski; yes,  
Trustee Gelsomino; yes, Trustee Szczurek; yes,  
Trustee Chmura; yes.

AYES: 7 NAY: 0

MOTION CARRIED

Motion by Trustee Szczurek and seconded by Trustee Martell to pass and approve Ordinance #07-6, the Ordinance giving Cook County Clerk Direction related to the 2007 Tax Levy.

Roll Call: Trustee Skyba; yes, Trustee Martell; yes,  
Trustee Hadfield; yes, Trustee Sulimowski; yes,  
Trustee Gelsomino; yes, Trustee Szczurek; yes,  
Trustee Chmura; yes.

AYES: 7 NAY: 0

MOTION CARRIED

Motion by Trustee Martell and seconded by Trustee Skyba to accept the audit report for year ending June 30, 2007 as presented by Crowe Chizek.

Question from Trustee Skyba regarding the findings from the audit. Discussion.

Roll Call: Trustee Skyba; yes, Trustee Martell; yes,  
Trustee Hadfield; yes, Trustee Sulimowski; yes,  
Trustee Gelsomino; yes, Trustee Szczurek; yes,  
Trustee Chmura; yes.

AYES: 7 NAY: 0

MOTION CARRIED

Motion by Trustee Hadfield and seconded by Trustee Gelsomino to accept Resolution #07-9, A Resolution relating to the terms of employment for the position of Administrative Assistant to the Chief of the Fire Department.

Roll Call: Trustee Skyba; yes, Trustee Martell; yes,  
Trustee Hadfield; yes, Trustee Sulimowski; yes,  
Trustee Gelsomino; yes, Trustee Szczurek; yes,  
Trustee Chmura; yes.

AYES: 7 NAY: 0

MOTION CARRIED

Motion by Trustee Skyba and seconded by Trustee Gelsomino to approve the No Smoking Policy effective January 1, 2008.

Roll Call: Trustee Skyba; yes, Trustee Martell; yes,  
Trustee Hadfield; yes, Trustee Sulimowski; yes,  
Trustee Gelsomino; yes, Trustee Szczurek; yes,  
Trustee Chmura; yes.

AYES: 7 NAY: 0

MOTION CARRIED

Trustee Sulimowski questioned the Chief as to whether the Firemen were aware of the new policy. Chief stated that at the Officers meeting they were all made aware and a special order would be signed by all personnel.

Motion by Trustee Gelsomino and seconded by Trustee Hadfield to approve the purchase of 2 CPAP machines at a cost of \$1,510.34 from Tri-anim.

Roll Call: Trustee Skyba; yes, Trustee Martell; yes,  
Trustee Hadfield; yes, Trustee Sulimowski; yes,  
Trustee Gelsomino; yes, Trustee Szczurek; yes,  
Trustee Chmura; yes.

AYES: 7 NAY: 0

MOTION CARRIED

Motion was made by Trustee Chmura and seconded by Trustee Sulimowski to adjourn the meeting.

AYES: 7 NAY: 0

MOTION CARRIED

Meeting adjourned at 7:48 P.M.

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Paul Szczurek  
Secretary

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Dominic Sulimowski  
President