

**MINUTES OF THE REGULARLY MEETING
OF THE BOARD OF TRUSTEES
NORWOOD PARK FIRE PROTECTION DISTRICT
7447 W. LAWRENCE AVE.
HARWOOD HEIGHTS, IL 60706**

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 10th day of June 2024, at 6:31 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 Kolaski; yes, Trustee Rybak; yes,
Trustee Santoro; yes, Trustee Mezzano; yes,
Trustee Massaro; yes, Trustee Wegrecki; yes,
Trustee Palazzo; yes, Chief Blondell; yes.

The pledge was said at the start of the meeting.

COMMUNICATION WITH THE AUDIENCE (Public Participation)

A motion was made by Trustee Kolaski and seconded by Trustee Santoro 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

Swearing in of Commissioner Bradley Virgils.

Chief Blondell explained that Brad is a retired firefighter. He was on the job for 12 years and was injured on a call. He was a Decennial Committee member.

Chief Blondell stated that it is a big deal to be promoted, these promotions are only happening because Commander Art Koszczuk turned in his retirement papers. Art came from Poland, put himself through paramedic school, was hired and worked his way through the ranks. We are sad to see him go.

Motion by Trustee Rybak and seconded by Trustee Santoro to promote Mark Blondell to the rank of Lieutenant effective June 16, 2024.

Chief Blondell stated that Mark became a firefighter in 2015 and was a paramedic for 12 years. Peers feel he is one of the most valuable employees. He is the Union President and on the TRT team.

Roll Call: Trustee Kolaski; yes, Trustee Rybak; yes,
Trustee Santoro; yes, Trustee Mezzano; yes,
Trustee Massaro; yes, Trustee Wegrecki; yes

Trustee Palazzo; yes.
AYES: 7 NAY: 0 MOTION CARRIED

Motion by Trustee Palazzo and seconded Trustee Mezzano to promote David Sanchez to rank of Lieutenant effective July 1, 2024.

Chief Blondell stated that Dave became a firefighter in 2015 and was a paramedic before. He was also part of the District's first Explorer program. He went to a different department but then came back. He is a member of the Union and on the Hazardous Materials team.

Roll Call: Trustee Kolaski; yes, Trustee Rybak; yes,
Trustee Santoro; yes, Trustee Mezzano; yes,
Trustee Massaro; yes, Trustee Wegrecki; yes
Trustee Palazzo; yes.

AYES: 7 NAY: 0 MOTION CARRIED

Motion by Trustee Kolaski and seconded by Trustee Santoro to approve the Chief's appointment of Matthew Mattio to the rank of Commander effective July 1, 2024. Chief Blondell stated that Matt started in 2007 and has been a Lieutenant for little over a year. He is one class away from graduating with the Public Safety Administration degree. He has taken on a big roll with training. He is also on the TRT team.

Roll Call: Trustee Kolaski; yes, Trustee Rybak; yes,
Trustee Santoro; yes, Trustee Mezzano; yes,
Trustee Massaro; yes, Trustee Wegrecki; yes
Trustee Palazzo; yes.

AYES: 7 NAY: 0 MOTION CARRIED

Motion by Trustee Kolaski and seconded by Trustee Rybak to go into recess.

Roll Call: Trustee Kolaski; yes, Trustee Rybak; yes,
Trustee Santoro; yes, Trustee Mezzano; yes,
Trustee Massaro; yes, Trustee Wegrecki; yes
Trustee Palazzo; yes.

AYES: 7 NAY: 0 MOTION CARRIED

Went into recess at 6:49pm

Returned from recess at 7:11pm

Roll Call: Trustee Kolaski; yes, Trustee Rybak; yes,
Trustee Santoro; yes, Trustee Mezzano; yes,
Trustee Massaro; yes, Trustee Wegrecki; yes,
Trustee Palazzo; yes, Chief Blondell; yes.

Motion by Trustee Kolaski and seconded by Trustee Mezzano to approve the following minutes:

- Approve the Board of Trustee Meeting Minutes held on May 13, 2024.
- Approve and keep closed the May 13, 2024, Board of Trustees' Closed Session Minutes.

Roll Call: Trustee Kolaski; yes, Trustee Rybak; yes,
Trustee Santoro; yes, Trustee Mezzano; yes,
Trustee Massaro; yes, Trustee Wegrecki; yes
Trustee Palazzo; yes.

AYES: 7 NAY: 0 MOTION CARRIED

Chiefs' Report:

Chief stated he hopes all is well and that all Trustees received a written report.

The number one issue we are currently having is staffing. We had one firefighter leave for Buffalo Grove and another resigned recently. This is unfortunately the new norm; we are doing everything we can go retain.

The stress falls on the Deputy Chief for filling shifts. Mark Blondell may have to go onto shift to help cover. The new list will be active on July 23rd.

There were 9 people that attended the oral interviews. We will need to hire at least 3 to 6 firefighters. Some candidates are having a hard time passing the CPAT. This test is expensive and difficult to pass.

This month has been busy working on the budget. We look at last year's numbers, trends, and purchases. We must decide what we will need in the future and make sure all the known and unknowns are accounted for.

We have received the schedule from the auditor and will begin preparing for the audit.

The Chief has discussed with Trustee Kolaski the Bill Pay and ACH policy, there will not be as many checks written moving forward. Discussion.

Trustee Rybak asked if 7g was decreased. The Chief explained that the Deputy Chief and himself will go out on inspections if needed. Mark will still be able to do inspections while on shift.

Motion by Trustee Mezzano seconded by Trustee Palazzo to approve the Chief's report for May 2024.

AYES: 7 NAY: 0 MOTION CARRIED

President's Report: Trustee Rybak stated there is nothing to report.

TREASURER'S REPORT

Schedule of Assets
(Arising from Cash Transactions)
May 31, 2024

Assets

Checking and money market accounts:

Byline Bank ambulance billing money market #4304492	\$188,810.42
Wintrust -MM #2776	3,299,784.41
Wintrust- Checking #9771	63,761.31
Wintrust- Ambulance #2671	2,354,568.20
Wintrust- Medical #0599	5,931.76
Wintrust- Donation #4129	1,174.20
Wintrust- FSA #0713	15,847.28
Wintrust- Business Account #6537	4,163.38
Total checking and money market accounts	<u>\$5,934,040.96</u>

Certificates of deposit (interest rate and maturity):

Belmont Bank (5.15%, 02/10/25)	1,012,255.63
Belmont Bank (4.90% 07/21/24)	620,473.37
Belmont Bank (5.15% 01/19/25)	1,012,436.77
Total certificates of deposit	<u>\$2,645,165.77</u>
Total checking, money market and certificates of deposit	<u>\$8,579,206.73</u>

Motion by Trustee Rybak and seconded by Trustee Palazzo to approve the following:

- May's accounts payable expenditures in the amount of \$437,520.95
- The Treasurer's Report as presented from the Financial Statements for May 2024.

Trustee Santoro stated that this was a typical month of spending.

Roll Call: Trustee Kolaski; yes, Trustee Rybak; yes,
Trustee Santoro; yes, Trustee Mezzano; yes,
Trustee Massaro; yes, Trustee Wegrecki; yes,
Trustee Palazzo; yes.

AYES: 7 NAY: 0 MOTION CARRIED

Committee Reports:

Finance Committee- Trustee Santoro stated there was nothing to report.

Building and Equipment Committee-Trustee Wegrecki stated that the Chief will explain the driveway and parking lot during the motion. Vehicles are a constant concern, the amount of time it takes to receive a new piece of equipment is about 3 years for an engine and over a year for an ambulance.

The Chief stated that the maintenance group is working hard, and the Chief is proud of them.

Policy Committee- Trustee Kolaski stated he spoke with the Chief, and they will be getting together as a committee.

Community Relations Committee- Trustee Mezzano stated that the Battle of the Badges is moving along. There is another meeting on June 19, 2024, at 7:30pm.

They have had some donations for: face painter, jump house, etc.

Trustee Kolaski said that whoever was at Touch-a-Truck in Norridge, they did a great job. Harwood Heights also had an event the same day.

Trustee Wegrecki asked how to schedule the fire engine to show up to a block party. The Chief told them to call the office and speak to Cyndi.

August 6th is National Night Out.

Pension Fund Member- Trustee Massaro stated that there is nothing to report.

Old Business:

None

New Business

Motion by Trustee Rybak and seconded by Trustee Santoro to adopt and approve Ordinance #24-1, an Ordinance approving Tentative Budget and Appropriations for 2024-2025.

Chief stated that once this is approved a notice will go in the paper and in August, we will have a hearing for the final Budget. The attorney reviews the final budget.

Roll Call: Trustee Kolaski; yes, Trustee Rybak; yes,
Trustee Santoro; yes, Trustee Mezzano; yes,
Trustee Massaro; yes, Trustee Wegrecki; yes,
Trustee Palazzo; yes.

AYES: 7 NAY: 0 MOTION CARRIED

Motion by Trustee Rybak and seconded by Trustee Kolaski to reject all bids received on May 13, 2024, for the Concrete/Asphalt project.

The Chief explained that the attorney would feel better if we rejected all bids. We first were just doing asphalt but then added in concrete; we could have detailed things better and did not specify prevailing wage. We will reach out to the companies that originally placed bids.

Roll Call: Trustee Kolaski; yes, Trustee Rybak; yes,
Trustee Santoro; yes, Trustee Mezzano; yes,
Trustee Massaro; yes, Trustee Wegrecki; yes,
Trustee Palazzo; yes.

AYES: 7 NAY: 0 MOTION CARRIED

Motion by Trustee Santoro and seconded by Trustee Mezzano to approve Clark Dietz, Inc. Engineering firm to oversee the Concrete and Asphalt project at a cost not to exceed \$20,000. The Chief explained that the engineer will create a bid and will liaise with the company we end up choosing.

Roll Call: Trustee Kolaski; yes, Trustee Rybak; yes,

Trustee Santoro; yes, Trustee Mezzano; yes,
Trustee Massaro; yes, Trustee Wegrecki; yes,
Trustee Palazzo; yes.

AYES: 7 NAY: 0

MOTION CARRIED

Motion by Trustee Rybak and seconded by Trustee Massaro to approve the payment of \$5,500 to Trisha Davis Designs to design and provide project oversight for the Day Room remodel.

Roll Call: Trustee Kolaski; yes, Trustee Rybak; yes,
Trustee Santoro; yes, Trustee Mezzano; yes,
Trustee Massaro; yes, Trustee Wegrecki; yes,
Trustee Palazzo; yes.

AYES: 7 NAY: 0

MOTION CARRIED

Motion by Trustee Palazzo and seconded by Trustee Kolaski to approve the minutes from the Building and Equipment Committee meeting dated May 22, 2024.

Roll Call: Trustee Kolaski; yes, Trustee Rybak; yes,
Trustee Santoro; yes, Trustee Mezzano; yes,
Trustee Massaro; yes, Trustee Wegrecki; yes,
Trustee Palazzo; yes.

AYES: 7 NAY: 0

MOTION CARRIED

Motion by Trustee Santoro and seconded by Trustee Mezzano to go into Closed Session pursuant to Open Meeting Act Section (2)(c)(1) to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body.

Roll Call: Trustee Kolaski; yes, Trustee Rybak; yes,
Trustee Santoro; yes, Trustee Mezzano; yes,
Trustee Massaro; yes, Trustee Wegrecki; yes,
Trustee Palazzo; yes.

AYES: 7 NAY: 0

MOTION CARRIED

Went into Closed Session at 7:39pm.

Returned from Closed Session at 8:01pm.

Roll Call: Trustee Kolaski; yes, Trustee Rybak; yes,
Trustee Santoro; yes, Trustee Mezzano; yes,
Trustee Massaro; yes, Trustee Wegrecki; yes,
Trustee Palazzo; yes, Chief Blondell; yes.

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

Meeting adjourned at 8:02pm.

Louis Mezzano
Secretary

Joanne Rybak
President