

**MINUTES OF THE REGULARLY SCHEDULED 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 9th day of August 2021 at 6:37 P.M at 7447 W. Lawrence Ave., Harwood Heights, Illinois.

Meeting delayed due to early warning system activation.

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

Roll Call: Trustee Skyba; yes, Trustee Kolaski; yes,
Trustee Cichon; yes, Trustee Rybak; yes,
Trustee Santoro; yes, Trustee Evans; 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 Skyba and seconded by Trustee Kolaski 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: 6 NAY: 0 MOTION CARRIED

Dan Donnelly introduced himself and stated that he turned in a letter to be considered to fill the vacancy on the board.

Motion by Trustee Skyba and seconded by Trustee Santoro approve the following minutes:

1. Approve the Regular Board of Trustee Meeting Minutes held on July 12, 2021.
2. Approve and keep closed the June 12, 2021, Closed Session Meeting Minutes.

Roll Call: Trustee Skyba; yes, Trustee Kolaski; yes,
Trustee Cichon; yes, Trustee Rybak; yes,
Trustee Santoro; yes, Trustee Evans; yes.

AYES: 6 NAY: 0 MOTION CARRIED

TREASURER'S REPORT

Schedule of Assets
(Arising from Cash Transactions)
July 31, 2021

Assets

Checking and money market accounts:

Byline Bank ambulance billing money market #4304492

282,876.80

Wintrust -MM #2776	567,385.94
Wintrust- Checking #9771	7,848.87
Wintrust- Ambulance #2671	773,218.21
Wintrust- Medical #0599	1,559.33
Wintrust- Donation #4129	919.10
Wintrust- FSA #0713	1,649.88
Total checking and money market accounts	<u>\$1,636,025.92</u>

Certificates of deposit (interest rate and maturity):

Belmont Bank (0.45%, 02/10/22)	698,540.45
Belmont Bank (0.45% 01/21/22)	581,433.69
Belmont Bank (0.45% 01/19/22)	<u>406,410.84</u>
Total certificates of deposit	<u>\$1,686,384.98</u>
Total checking, money market and certificates of deposit	<u>\$3,322,410.90</u>

Motion by Trustee Skyba and seconded by Trustee Kolaski to approve the July's accounts payable expenditures in the amount of \$435,980.38 and the Treasurer's Report as presented from the Financial Statements for July 2021.

Trustee Evans explained the larger payments.

Roll Call: Trustee Skyba; yes, Trustee Kolaski; yes,
Trustee Cichon; yes, Trustee Rybak; yes,
Trustee Santoro; yes, Trustee Evans; yes.

AYES: 6 NAY: 0 MOTION CARRIED

Chiefs' Report:

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

The Treasurer's Report will be moved down towards committees if the board approves the policy tonight.

COVID-19 numbers are increasing. The last time we looked it was at 4.3% from 3.5%. Met with the hospital and they state there is a slight increase. There has been no call volume change with the variant.

Firefighter Henmueller was injured and is currently on Workers Compensation.

We are preparing for the audit, we have worked with them before and this year it will be remote again. This means that we will be scanning all the information to them. Last year there was a delay with some of the trustees getting their SAS99 returned, please be on the lookout for it and return it as soon as possible.

A year ago when we decided to increase our umbrella coverage we discussed the fuel tanks in the back of the station. With Shell gas station opening next store it was decided that we would have the tanks removed and it went to the lowest bidder. As they began removing the tank, one was punctured. We now have contaminated soil. The company that removed the tanks are also responsible in sending the soil samples to the EPA. They are showing maps of where soil wasn't sampled. There is video footage of the whole event. The cost is approximately \$50,000 to remove the contaminated soil. The LUST fund

should pay about \$0.60 on the dollar. We have spoken to our attorney and litigation may cost more than the cost to remove. EPA wants the contaminated soil removed. We have been advised to get it done and move on. Discussion.

Safety Town will possibly be cancelled or changed until the spring. The Stop-drop-roll training aid would have to be cleaned after each use and there are other issues. Chief will keep the board informed.

Trustee Cichon asked if there were clean samples, Chief stated that the EPA says it is contaminated. Trustee Skyba asked if they were supposed to empty the tank. Chief stated this tank was not empty. The State Fire Marshal will be here tomorrow, there were a couple here the day of removal. CTR says they took 14 samples, and it only shows 4 in the video, there is no mention in the OSFM report. Discussion.

Motion by Trustee Santoro seconded by Trustee Kolaski to approve the Chief's report for July 2021.
AYES: 6 NAY: 0 MOTION CARRIED

President's Report: Trustee Cichon stated the committee assignments are as follows:

Finance Committee

Trustee Evans- Chair
Trustee Cichon
Trustee Rybak

Community Relations Committee

Trustee Santoro- Chair
Trustee Rybak
Vacant

**Policy & Strategic
Planning Committee**

Trustee Kolaski- Chair
Trustee Skyba
Vacant

Building & Equipment Committee

Vacant- Chair
Trustee Santoro
Trustee Kolaski

**Pension Fund Board Member
& Commissioner Oversight**

Trustee Skyba- Chair
Trustee Evans

Committee Reports:

Finance Committee- Trustee Evans stated that she wanted the board to know that Robbins Swartz is our legal firm regarding PTAB. Tax bills are going out in August and are due in October.

Building and Equipment Committee- Trustee Evans stated she wanted to thank the Fire Department for coming to their block party.

The bunk room is almost completed. 101 is scheduled to come back next week. Firefighters are going Friday to check the status and make sure all is good. 102 is out of service with a transmission failure, we are currently using Elmwood Park's reserve engine. Tower 103 specs are almost ready and once approved they will begin production. The sale of Truck 104 has not seen any interest, it is being lowered from \$65,000 to \$55,000.

Policy & Strategic Planning Committee- Trustee Kolaski stated that the board will be voting on the policy manual tonight. The USBs have been turned in and will be updated.

Community Relations Committee- Trustee Santoro stated they had a meeting on July 20th. Open House is on hold until we meet at the end of August. Drive thru flu shots will be October 7th & 8th from 1pm to 6pm. Mary Field will graciously donate up to \$8,000 for the cost of the vaccine. October 11th will be the flu shots for the homebound.

If there is an Open House, we are possibly going to sell t-shirts, Trustee Santoro will oversee this. Trustee Rybak is going to ask Resurrection Hospital if they will donate towards the flu shots.

Pension Fund Member & Commissioner Oversight- Trustee Skyba stated that the Commissioners are in summer mode but will start attending board meetings quarterly.

Pension meeting was via Zoom. Trustee Skyba asked that once they transfer the funds to the state pension fund, what will the board's responsibility be. Chief stated that there will be no fiduciary responsibilities. Discussion.

Chief stated that he will be meeting with the Finance Committee to discuss the trend that is being seen to sell Pension Obligation Bonds to pay off liability. Orland, Addison, and Bensenville Fire Departments have been doing this, making about 6% and paying 2.4%. Addison Fire Department is saving about \$20 million dollars. Chief states that he will bring in a expert. Discussion.

Commander Peistrup will be notified to send Pension Board information to Trustee Evans.

Old Business:

None

New Business

Motion By Trustee Evans and seconded by Trustee Kolaski to approve the Norwood Park Fire Protection Board of Trustees Policy (Chapter 3, Organizational Chart, and Agenda).

Roll Call: Trustee Skyba; yes, Trustee Kolaski; yes,
Trustee Cichon; yes, Trustee Rybak; yes,
Trustee Santoro; yes, Trustee Evans; yes.

AYES: 6 NAY: 0 MOTION CARRIED

Motion by Trustee Santoro and seconded by Trustee Evans to approve the committee appointments as presented by the President.

Roll Call: Trustee Skyba; yes, Trustee Kolaski; yes,
Trustee Cichon; yes, Trustee Rybak; yes,
Trustee Santoro; yes, Trustee Evans; yes.

AYES: 6 NAY: 0 MOTION CARRIED

Motion by Trustee Santoro and seconded by Trustee Skyba to approve the Consent agenda:
Approve the minutes of the Finance Committee Meeting held July 20, 2021
Approve the minutes of the Community Relations Committee Meeting held July 20, 2021

Ratify the payment for GEMT to IL Department of Healthcare & Family Services in the amount of \$55,630.14.

Roll Call: Trustee Skyba; yes, Trustee Kolaski; yes,
Trustee Cichon; yes, Trustee Rybak; yes,
Trustee Santoro; yes, Trustee Evans; yes.

AYES: 6 NAY: 0 MOTION CARRIED

Motion by Trustee Santoro and seconded by Trustee Kolaski to go into Closed Session Pursuant 5 ILCS 120/2(c)(3) Selection of a person to fill a public office and Section 2 (c)(2) Collective Negotiating matters between the public body and its employees; and/or Section (2)(c)(1) to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body.

Roll Call: Trustee Skyba; yes, Trustee Kolaski; yes,
Trustee Cichon; yes, Trustee Rybak; yes,
Trustee Santoro; yes, Trustee Evans; yes.

AYES: 6 NAY: 0 MOTION CARRIED

Went into Closed Session at 7:18pm.

Returned from Closed Session at 8:05pm, no decision made, no votes taken.

Roll Call: Trustee Skyba; yes, Trustee Kolaski; yes, Trustee Cichon; yes,
Trustee Rybak; yes, Trustee Santoro; yes, Trustee Evans; yes,
Chief Blondell; yes.

Motion to appoint to fill the vacancy on the Board of Trustees until such time as his/her successor is duly elected and qualified was tabled.

Motion by Trustee Rybak and seconded by Trustee Santoro to adopt and approve Resolution #21-5, 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 Kolaski; yes,
Trustee Cichon; yes, Trustee Rybak; yes,
Trustee Santoro; yes, Trustee Evans; yes.

AYES: 6 NAY: 0 MOTION CARRIED

Motion by Trustee Evans and seconded by Trustee Skyba to adjourn the meeting.

Roll Call: Trustee Skyba; yes, Trustee Kolaski; yes,
Trustee Cichon; yes, Trustee Rybak; yes,
Trustee Santoro; yes, Trustee Evans; yes.

AYES: 6 NAY: 0 MOTION CARRIED

Meeting adjourned at 8:07pm.

Joanne Rybak
Secretary

Andrew Cichon
President