

**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 14th day of May, 2013 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 Chmura; yes, Trustee Jarosz; yes,

 Trustee Szczurek; yes, Trustee Strempek; yes,

 Trustee Lymperopulos; 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 Jarosz and seconded by Trustee Lymperopulos 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 Skyba and seconded by Trustee Szczurek to approve the payment of all current bills.

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

 Trustee Chmura; yes, Trustee Jarosz; yes,

 Trustee Szczurek; yes, Trustee Strempek; yes,

 Trustee Lymperopulos; yes.

AYES: 7 NAY: 0

MOTION CARRIED

A motion was made by Trustee Strempek and seconded by Trustee Skyba to approve the minutes of the Regular meeting held on April 16th, 2013.

Roll Call: Trustee Skyba; yes, Trustee Martell; yes,
Trustee Chmura; yes, Trustee Jarosz; yes,
Trustee Szczurek; yes, Trustee Strempek; yes,
Trustee Lympelopulos; yes.

AYES: 7 NAY: 0 MOTION CARRIED

A motion was made by Trustee Lympelopulos and seconded by Trustee Jarosz to approve the minutes of the Closed Session meeting held on April 16th, 2013.

Roll Call: Trustee Skyba; yes, Trustee Martell; yes,
Trustee Chmura; yes, Trustee Jarosz; yes,
Trustee Szczurek; yes, Trustee Strempek; yes,
Trustee Lympelopulos; yes.

AYES: 7 NAY: 0 MOTION CARRIED

TREASURER'S REPORT

Schedule of Assets
(Arising from Cash Transactions)
April 30, 2013

Assets

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

Plaza Bank checking (0.046%)	\$3,262
Plaza Bank money market (0.295%)	983,803
Plaza Bank ambulance billing money market (0.295%)	335,737
Plaza Bank-Medical 1003102	<u>2,157</u>
Total checking and money market accounts	<u>1,324,959</u>

Certificates of deposit (interest rate and maturity):

Plaza Bank (0.65%, 09/02/14)	619,025
Belmont Bank and Trust (1.00% 08/23/14)	528,032
Plaza Bank (0.64% 07/17/14)	124,081
Plaza Bank (0.65% 09/18/14)	420,236
Plaza Bank (0.65% 06/23/13)	470,157
Belmont Bank (1.00% 08/21/14)	509,219
Belmont Bank (1.00% 07/19/14)	<u>359,776</u>

Total certificates of deposit 3,030,526

Total checking, money market and certificates of deposit \$ 4,355,485

Motion by Trustee Skyba, seconded by Trustee Szczurek to approve the Treasurer's report as presented from the Financial Statement for April 2013.

Trustee Martell stated Kevin and he have been doing some work and there is a structural deficit. Trustee Chmura stated that there is a decrease in cash flow. Trustee Martell stated it was net assets. Trustee Martell stated we are projecting a \$461,000.00 net deficit. Discussion. Expenses have increased and revenues are decreasing. Staff is doing an analysis line by line to see if something stands out. Discussion. Trustee Martell is asking the board if anyone has any ideas of what should be done. Trustee Chmura states we are in good shape. Discussion. Trustee Jarosz does not feel we should do something rash, but we need to look at it and be aware. Trustee Chmura states the Pension does not affect the general fund; it affects the levy and the amount you receive in taxes. Discussions on options include sick time buyback, minimum manning, PSI contract. Trustee Chmura feels the economy will improve and we will start to receive our delinquent taxes. We can look into Truth in Taxation and Referendum.

Trustee Skyba left the meeting at 7:30PM.

Trustee Chmura states that 3.5 million out of the budget is for firefighters and PSI salaries. Chief Stenson states he talked with the Union officers about the financial issue. Trustee Chmura states that we have reserves that will allow us to continue functioning and to not have a knee jerk reaction. Discussion. Chief Stenson stated that we were looking to buy an ambulance next year, but may try to extend another year. Trustee Martell said we will work it out; we just need to be aware. Trustee Martell states the Pension Fund is a big issue. Trustee Chmura states that some Pension benefits have changed over the years causing it to work against us. When the pension levy increases there is less money in the general fund, causing us to have less money to run the District. Discussion.

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

Trustee Chmura; yes, Trustee Jarosz; yes,

Trustee Szczurek; yes, Trustee Strempek; yes,

Trustee Lyemperopulos; yes.

AYES: 6 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 carpet has been installed in all the offices on the administrative side. It looks great and only took two days to put in. Randy Davis, Rich Appelhans and Mark Blondell remodeled the kitchen in the office. They put the cabinets in, did the tile work, hooked up the appliances etc. We are waiting on the granite that should be installed next week and that will finish the project. All the partitions have been installed in the firefighters' bathroom and the only thing left is the ceiling tiles and inserts in the showers if we decide to do that next year. Trustee Chmura would like to thank the firefighter's that worked on the project, it saved a lot of money to the district.

We went out to bid on the audit, I received two quotes one for \$9,000 including pension with a three year commitment and the second is for \$14,600 with a three year commitment not including the pension fund. I also had another auditor come to the office today and looked through all of our financials and will be putting a bid in for under \$10,000 for both District and Pension fund. The accounting firm that works with our pension fund said they could do the District audit but would have to subcontract out the pension portion.

On the agenda is a hose tester, we looked around for these testers in Indianapolis and we were able to get \$500 knocked off as a show price. I explained to them that it would have to be approved by the board. The said if the board declined they would take it back. Over the years we always tested our hose off of our engines. This puts a lot of wear and tear on the pump and the valves and we end up rebuilding them. It was highly recommended by our repair facility to get a hose tester; it would save money in the long run.

Our men were out on the street collecting for burn camp this week. They collected \$5,343.52 over three days. This will sponsor many kids for the annual burn camp.

We had a meeting with Paylocity on doing our payroll. We were very impressed and we would be saving \$3,000 per year. With the board's approval we would like to switch at our earliest convenience. Trustee Martell states that they have defaulted on funds and to make sure we have an agreement with them. Discussion.

We are in the process of getting our renewal for Blue Cross Blue Shield. We were told there would be a 9% increase just for Obama care. Wayne is working on getting the price down but it looks like a 15% increase on the renewal.

Brad Virgils is still rehabbing from his surgery. He called today and said his appointment with the doctor is June 21st and he is hoping to be released for full duty at that time.

I had someone come today that is interested in being a Trustee; each trustee will receive a copy of his resume.

Motion by Trustee Strempek and seconded by Trustee Lympelopulos to accept the Chief's Report for April 2013 as presented.

AYES: 6 NAY: 0

MOTION CARRIED

Presidents Report:

Nothing to report.

Committee Reports:

Finance Committee- Trustee Chmura stated we will be getting together and looking at the numbers for the upcoming budget.

Building and Equipment Committee- Trustee Szczurek stated that they are on hold.

Technology and PR Media Committee- Chairman Strempek stated there is nothing to report at this time.

Policy Committee- Nothing to report at this time.

Pension Fund- Trustee Martell stated the board met and the pension fund is increasing in value.

Old Business:

None

New Business:

Motion by Trustee Jarosz and seconded by Trustee Szczurek to adopt and ratify the canvass of the Norwood Park Fire Protection District election, already performed by the Cook County Clerk, and declares Robert Martell and Mark Lympelopulos have each been elected to serve a six-year term as Trustee of the District.

Roll Call: Trustee Skyba; absent, Trustee Martell; yes,
Trustee Chmura; yes, Trustee Jarosz; yes,
Trustee Szczurek; yes, Trustee Strempek; yes,
Trustee Lympelopulos; yes.

AYES: 6 NAY: 0

MOTION CARRIED

Motion by Trustee Martell and seconded by Trustee Lympelopulos to reappoint Carmen Rinaldi as Fire Commissioner of the Norwood Park Fire Protection District for a three year term, from June 1, 2013 to May 31, 2016.

Roll Call: Trustee Skyba; absent, Trustee Martell; yes,
Trustee Chmura; yes, Trustee Jarosz; yes,
Trustee Szczurek; yes, Trustee Strempek; yes,
Trustee Lympelopulos; yes.

AYES: 6 NAY: 0

MOTION CARRIED

Motion by Trustee Lympelopulos and seconded by Trustee Jarosz to approve the internship for Megan Gaseor, at a salary of \$10.00 per hour, not to exceed 40 hours per week with a maximum of 400 hours. Cost not to exceed \$4,000.00.

Roll Call: Trustee Skyba; absent, Trustee Martell; yes,
Trustee Chmura; yes, Trustee Jarosz; yes,
Trustee Szczurek; yes, Trustee Strempek; yes,
Trustee Lympelopulos; yes.

AYES: 6 NAY: 0

MOTION CARRIED

Motion by Trustee Lympelopulos and seconded by Trustee Szczurek to approve the purchase of a Flame-Fighter Hose Tester with caps from Darley at a cost of \$2,108.00.

Roll Call: Trustee Skyba; absent, Trustee Martell; yes,
Trustee Chmura; yes, Trustee Jarosz; yes,
Trustee Szczurek; yes, Trustee Strempek; yes,
Trustee Lympelopulos; yes.

AYES: 6 NAY: 0

MOTION CARRIED

Motion by Trustee Jarosz and seconded by Trustee Lympelopulos to approve the destruction of open session audio tapes up to and including October 2011.

Chief stated that we have been recording the meetings and storing the CDs to aid us in doing the minutes ; we will no longer need to store these tapes, we would just destroy them after the minutes are done. We would need to hold onto the CDs we have done in the past until we have permission to discard. This has been cleared through the attorney. Chief Stenson will clarify and advise the trustees.

Roll Call: Trustee Skyba; absent, Trustee Martell; yes,
Trustee Chmura; yes, Trustee Jarosz; yes,
Trustee Szczurek; yes, Trustee Strempek; yes,
Trustee Lympelopulos; yes.

AYES: 6 NAY: 0

MOTION CARRIED

Closed Session was tabled.

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

AYES: 6 NAY: 0

MOTION CARRIED

Meeting adjourned at 8:07 P.M.

Douglass Strempek
Secretary

James Chmura
President