

**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 13th day of August, 2013 at 7:02 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 Jarosz; yes, Trustee Szczurek; yes,

 Trustee Strempek; yes, Trustee Lymperopulos; yes,

 Deputy Chief Kovalcik; yes.

The pledge was said at the start of the meeting.

Moment of silence in memory of Police Chief Mario Ricchio from Harwood Heights.

Swearing in of Trustee Romano

Swearing in of Commissioner Mougolias

The Secretary called roll and the following named members answered present:

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

 Trustee Jarosz; yes, Trustee Szczurek; yes,

 Trustee Strempek; yes, Trustee Lymperopulos; yes,

 Trustee Romano; yes, Deputy Chief Kovalcik; yes.

COMMUNICATION WITH AUDIENCE (Public Participation)

A motion was made by Trustee Martell and seconded by Trustee Szczurek 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 Lymperopulos and seconded by Trustee Szczurek to approve the payment of all current bills in the amount of \$384,365.41.

Roll Call: Trustee Skyba; yes, Trustee Martell; yes,
Trustee Jarosz; yes, Trustee Szczurek; yes,
Trustee Strempek; yes, Trustee Lymperopulos; yes,
Trustee Romano; yes.

AYES: 7 NAY: 0

MOTION CARRIED

A motion was made by Trustee Jarosz and seconded by Trustee Lymperopulos to approve the minutes of the Regular meeting held on July 9th, 2013.

Roll Call: Trustee Skyba; yes, Trustee Martell; yes,
Trustee Jarosz; yes, Trustee Szczurek; yes,
Trustee Strempek; yes, Trustee Lymperopulos; yes,
Trustee Romano; abstain.

AYES: 7 NAY: 0

MOTION CARRIED

TREASURER'S REPORT

Schedule of Assets
(Arising from Cash Transactions)
July 31, 2013

Assets

Checking and money market accounts (interest rate- APY):	
Plaza Bank checking #4303503 (0.046%)	\$1,822.45
Plaza Bank money market #4303498 (0.295%)	760,783.32

Plaza Bank ambulance billing money market #4304492 (0.295%)	468,745.97
Plaza Bank-Medical #1003102	<u>3,099.19</u>
Total checking and money market accounts	<u>1,234,450.93</u>

Certificates of deposit (interest rate and maturity):

Plaza Bank (0.65%, 09/02/14)	620,029.65
Belmont Bank and Trust (1.00% 08/23/14)	536,609.63
Plaza Bank (0.64% 07/17/14)	124,280.14
Plaza Bank (0.65% 09/18/14)	420,918.53
Plaza Bank (0.65% 12/23/14)	470,920.47
Belmont Bank (1.00% 08/21/14)	513,021.88
Belmont Bank (1.00% 07/19/14)	<u>362,472.84</u>

Total certificates of deposit	<u>3,048,253.14</u>
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Total checking, money market and certificates of deposit	<u>\$ 4,282,704.07</u>
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Motion by Trustee Skyba, seconded by Trustee Strempek to approve the Treasurer’s report as presented from the Financial Statement for July 2013.

Trustee Strempek stated there is a different format. Trustee Martell stated that they received this Friday and this will not be the final format, we will need to get a new version. He would like to have total assets changed to beginning cash balance as well as ending balance to cash balance.

Renewed a CD at Plaza Bank.

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

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.

On the agenda is the patching and seal coating of the parking lot. The sewers have been raised and we need to put new asphalt in to correct the new pitch for the water to drain. We have three quotes, Annette's for \$4,926 who will do 400 square feet of patch, All Ways for \$4,975 who will do 1,000 square feet of patch and Black Hawk for \$12,920 who will do 986 square feet of patch. We have worked with Trustee Lympelopulos and we believe it needs 1,000 square feet of patch. Our recommendation is to have All Ways do the job. They just completed a similar job at Cumberland Chapels and the Chief and Trustee Lympelopulos said they did a great job.

The concrete repair project is on the agenda, the job consists of 4 squares around the east front door, two squares around the west front door and the 8x10 foot section of patio that was broken up due to the plumbing repairs. We had two quotes from Gcat at \$3,315 and Dunleavy at \$3,500. We had T&F come out to quote; they measured but never gave us a price and would not return our calls. We also tried Scavelli but they would never return our calls or emails. We worked with Trustee Lympelopulos and we believe Gcat is too busy and might not be able to complete the job in time so we recommend Dunleavy to do the job. We would like to complete both of these projects by the open house on October 5th.

We started working with the new accountant and they have had a hard time getting information from Paul Smit. They came out last Thursday to do our first financial report and Paul Smit did not give them information until later in the afternoon. Trustee Martell has been asking them for different versions of reports so we can design one for our department. We contacted them yesterday and said we need this as soon as possible. We will keep on them until we get what we need. They have offered to come to a board meeting if we would like, let me know if we want them to come to the September meeting.

The audit begins on August 20th, We were told that the field work would be done in a week and we would have the finished product sometime in September. This would be almost three months earlier than we have received last year.

The finance committee met and discussed the budget, Administrative Assistant Resolution and the Ambulance billing Ordinance. I had contracted our billing company and asked to review our rates; they suggested we change our rates and we would still be competitive. They suggested we increase the rates of ALS 1 from \$1,000 to \$1,500 and non-resident from \$1,000 to \$1,650. ALS2 from \$1,200 to \$1,700 and non-resident from \$1,200 to \$1,850. BLS from \$600 to \$800 and non-resident from \$600 to \$1,000. These charges are a recommendation from the finance committee.

The Committee discussed the Administrative Assistant Resolution and they recommended a 3% increase retroactive from July 1, 2013 and left the rest of the resolution the same.

The Commissioners have their next meeting on September 10th. The entry level exam is on September 14th and the deadline for applications is August 16th, so far we have 90 applicants.

We spoke with the President of the Union and they gave me two dates to meet and discuss things with the board. They asked for August 22nd at 6PM or September 24th at 6PM. Discussion.

Motion by Trustee Martell and seconded by Trustee Jarosz to accept the Chief's Report for July 2013 as presented.

AYES: 7 NAY: 0

MOTION CARRIED

Presidents Report:

We met to go over the budget which is on the agenda tonight.

Committee Reports:

Finance Committee- Trustee Martell stated they had a committee meeting to discuss the Budget Ordinance, Administrative Assistant Resolution and Ambulance fee Ordinance.

Building and Equipment Committee- Chairman Szczurek stated on the agenda is the repairs for the parking lot.

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

Policy Committee- Chairman Skyba stated there is nothing to report.

Pension Fund- Trustee Martell stated there was a meeting on July 17th and the numbers look good. Next meeting is in October.

Old Business:

None

New Business:

Motion by Trustee Strempek and seconded by Trustee Szczurek to adopt and approve Ordinance #13-2, the Norwood Park Fire Protection District Budget and Appropriation for fiscal year 2013-2014.

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

AYES: 7 NAY: 0 MOTION CARRIED

Motion by Trustee Lympelopulos and seconded by Trustee Jarosz to adopt and approve Ordinance #13-3, an Ordinance Amending the Imposition and Collection of Emergency Ambulance User Fees.

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

AYES: 7 NAY: 0 MOTION CARRIED

Motion by Trustee Jarosz and seconded by Trustee Martell to adopt and approve Resolution #13-3, 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 Jarosz; yes, Trustee Szczurek; yes,
Trustee Strempek; yes, Trustee Lympelopulos; yes,
Trustee Romano; yes.

AYES: 7 NAY: 0 MOTION CARRIED

Motion by Trustee Lympelopulos and seconded by Trustee Szczurek to approve Dunleavy Concrete to repair concrete in front of both front entrance doors and replace an 8x10 section of concrete on patio due to plumbing repairs at a cost not to exceed \$3,500.00.

Roll Call: Trustee Skyba; yes, Trustee Martell; yes,
Trustee Jarosz; yes, Trustee Szczurek; yes,
Trustee Strempek; yes, Trustee Lymperopulos; yes,
Trustee Romano; yes.

AYES: 7 NAY: 0

MOTION CARRIED

Motion by Trustee Szczurek and seconded by Trustee Martell to approve All Ways Paving to replace up to 1,000 square feet of asphalt around 4 repaired sewers, seal coat, crack fill and stripe parking lot at a cost not to exceed \$5,000.00.

Roll Call: Trustee Skyba; yes, Trustee Martell; yes,
Trustee Jarosz; yes, Trustee Szczurek; yes,
Trustee Strempek; yes, Trustee Lymperopulos; yes,
Trustee Romano; yes.

AYES: 7 NAY: 0

MOTION CARRIED

Closed Session was tabled.

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

AYES: 7 NAY: 0

MOTION CARRIED

Meeting adjourned at 7:35 P.M.

Andrew Skyba
Secretary

Douglass Strempek
President