

**MINUTES OF THE 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 9th day of November, 2015 at 7:00 P.M. at 7447 W. Lawrence Avenue, Harwood Heights, Illinois, 60706.

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

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

 Trustee Jarosz; yes, Trustee Strempek; absent,

 Trustee Lympelopulos; yes, Trustee Romano; yes,

 Trustee Kolaski; yes, Deputy Chief Johnson; 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 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

Motion by Trustee Skyba and seconded by Trustee Martell to promote Jeffrey Peistrup to the rank of Lieutenant for the Norwood Park Fire Protection District effective December 1st, 2015, due to the impending vacancy with the retirement of Commander Striedl.

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

 Trustee Lympelopulos; yes, Trustee Kolaski; yes,

 Trustee Romano; yes, Trustee Strempek; absent,

 Trustee Martell; yes.

AYES: 6 NAY: 0

MOTION CARRIED

Swearing in of Lieutenant Jeffrey Peistrup

Recess at 7:39pm

Returned from Recess at 7:58pm

Roll Call: Trustee Skyba; yes, Trustee Martell; yes,
Trustee Jarosz; yes, Trustee Strempek; absent,
Trustee Lympelopulos; yes, Trustee Romano; yes,
Trustee Kolaski; yes, Deputy Chief Johnson; yes.

A motion was made by Trustee Kolaski and seconded by Trustee Jarosz to approve the payment of all current disbursements in the amount of \$415,799.54.

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

AYES: 6 NAY: 0

MOTION CARRIED

Motion by Trustee Lympelopulos and seconded by Trustee Romano to approve the minutes of the Rescheduled Regular Session meeting held on October 15th, 2015.

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

AYES: 6 NAY: 0

MOTION CARRIED

Motion by Trustee Jarosz and seconded by Trustee Kolaski to approve the minutes of the Closed Session meeting held on October 15th, 2015.

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

AYES: 6 NAY: 0

MOTION CARRIED

TREASURER'S REPORT

Schedule of Assets
(Arising from Cash Transactions)
October 31st, 2015

Assets

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

Plaza Bank checking #4303503 (0.046%)	\$4,920.37
Plaza Bank money market #4303498 (0.295%)	745,593.68
Plaza Bank ambulance billing money market #4304492 (0.295%)	864,147.13
Plaza Bank-Medical #1003102	<u>1,739.91</u>
Total checking and money market accounts	<u>1,616,401.09</u>

Certificates of deposit (interest rate and maturity):

Plaza Bank (0.65%, 03/02/16)	629,080.25
Belmont Bank and Trust (1.00% 08/23/16)	548,766.72
Belmont Bank (1.00% 08/05/16)	126,332.91
Plaza Bank (0.65% 03/18/16)	427,062.69
Belmont Bank (1.00% 08/21/16)	524,644.58
Belmont Bank (.996% 07/19/16)	<u>371,605.29</u>

Total certificates of deposit 2,627,492.44

Total checking, money market and certificates of deposit \$ 4,243,893.53

Motion by Trustee Martell seconded by Trustee Skyba to approve the Treasurer's report as presented from the Financial Statement for October 2015.

Trustee Romano stated that the ambulance fees have increased the revenue for the District about \$50,000 a month which is helpful. Discussion.

Roll Call: Trustee Skyba; yes, Trustee Jarosz; yes,
Trustee Lympelopulos; yes, Trustee Kolaski; yes,
Trustee Romano; yes, Trustee Strempek; absent,
Trustee Martell; 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 roofing consultants are on the agenda; we contacted 5 different consultants and received three quotes. The building and equipment committee is recommending STI to be our consultant on the new roof project. This is on the agenda and everybody should have a spreadsheet of the quotes. Discussion. Trustee Lympelopulos asked if they will evaluate the roof prior to beginning. Deputy Chief Johnson explained the process of what they will do.

The Pension Boards attorney, our attorney and the disabled firefighters attorney are still trying to come up with a date for the District to intervene in the case. The Chief will let you know as soon as they come up with a date.

The oral exams for Lieutenant were held last Tuesday and Wednesday. There was a candidate who asked to have the test monitored. This is the first time we have ever done that. The Union had their attorney in the room for two nights to do the monitoring at their cost.

I received an email from Justin on the audit. He stated that we will have the draft well ahead of our next board meeting including the MD&A. We should not have to file an extension. The chief will call a meeting with the finance committee as soon as he gets the audit. We will review the levy at the same meeting.

On the agenda is the hiring of a new Firefighter David Sanchez. David has worked with us for the past three years and left in September to work with the Evanston Fire Department. He has completed his

background, Polygraph, Psych and medical. We are still waiting on his results from medical but he has passed everything else. He wants to work on our Department and will sign a conditional offer of employment contingent on the results of the medical. He will start shift on December 1st which gives him three weeks to give Evanston his notice. We will be very happy to have him!

Chief Stenson has been working with Trustee Strempek on the Norridge Village sticker. We are looking at having a banner made that will hang on the side of our Engine in front of our station that will say Thank you for letting us serve the residents of the Norwood Park Fire Protection District for 75 years. We have a printer working on this idea and giving us a price.

We have a special meeting scheduled for November 24th at 7:00 and 8:30 on the continuation of health benefits to two disabled firefighters. We sent out certified letters to them on October 28th and they have until November 13th to respond. If they do not respond the Board will proceed in their absence to re-evaluate their health insurance benefits. Trustee Martell stated that one of the disabled firefighters has stated he is not going to object.

Updates on the 75th Anniversary, we are looking at a piece from the World Trade Center, a bronze statue, challenge coins, 75th Anniversary badges, Sarah Romano event planning, redoing the Department flag. Discussion on Norridge and Harwood Heights vehicle sticker.

We have received a few quotes on the electronic marquis. We have quotes just under \$19,885 for color and \$18,175 amber from the company that originally did our sign and has done the Norridge and Ridgewood digital sign. We also received a quote from Parvin Clauss for \$30,202 for color and \$24,958 for monochrome. Both of these quotes use Watchfire communications system. Stewart sign quoted \$16,000 for color and \$14,500 for red; they use Tec-Star led signage. We will continue to look and get together with the Building and Equipment Committee.

The Rules and Regulations are close to completion, they have been sent to the attorney for review and they need to add 3 additional policies (NIMS, Abandoned Baby Act and HIPAA). Trustee Martell stated that he hopes to vote on it at the December meeting.

The Fire Department Christmas party is scheduled for Saturday, December 5th, hope all can make it.

Motion by Trustee Martell and seconded by Trustee Romano to accept the Chief's Report for October 2015 as presented by Deputy Chief.

AYES: 6 NAY: 0

MOTION CARRIED

President Report:

Trustee Martell stated there is nothing to report at this time. Wishing everyone a Happy Thanksgiving and thankful for everyone on the board and would like to wish the shifts a Happy Thanksgiving from the Board.

Committee Reports:

Finance Committee- Trustee Romano stated nothing to report, just waiting for the audit to be complete.

Building and Equipment Committee- Chairman Lymperopulos stated there is nothing to report at this time. Deputy Chief Johnson stated that the equipment is going into Global for preventative maintenance and ladder testing will be completed this month.

Information Technology Committee - Chairman Strempek is not present. Trustee Martell stated that they are working on email addresses. Deputy Chief Johnson explained some information on the email addresses. Discussion.

Policy Committee- Trustee Skyba stated we will meet in November to review the policy. The policy will be sent out to all trustees.

Strategic Planning Committee- Trustee Martell stated we will have a meeting, just waiting due to all that is going on.

Human Capital Committee-Trustee Skyba stated there is nothing to report at this time.

Community Relations Committee- Trustee Jarosz stated there is nothing to report at this time.

Pension Fund-Trustee Romano stated they met a week ago and the funds have taken a hit financially due to the market. Official decision approving Brad Virgils' disability pension. December 15th is the tentative meeting for intervening on the other disability hearing.

Old Business:

None.

New Business:

Motion by Trustee Jarosz and seconded by Trustee Lympelopulos to approve the one year Customer Service Agreement with Call One Incorporated for telecommunication services, effective October 23, 2015 to October 23, 2016 as corrected.

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

AYES: 6 NAY: 0

MOTION CARRIED

Motion by Trustee Martell and seconded by Trustee Skyba to hire candidate David Sanchez from the eligibility list, per the recommendation of the Norwood Park Fire Board of Commissioners. Effective December 1, 2015 contingent upon the passing of all appropriate testing.

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

AYES: 6 NAY: 0

MOTION CARRIED

Motion by Trustee Lympelopulos and seconded by Trustee Kolaski to hire Structural Technologies, Inc. (STI) roofing consultant at a cost of \$9,250.00 per the proposal submitted for the 2016 roof repair project. Fee includes project development specification and bid document, along with project management and inspection services. Other fees may be added if needed depending on condition of roof.

Trustee Skyba asked about the \$500 meeting fee, it was decided that it is not needed at this time.
Discussion.

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

Trustee Jarosz; yes, Trustee Strempek; absent,

Trustee Lymeropoulos; yes, Trustee Romano; yes,

Trustee Kolaski; yes.

AYES: 6 NAY: 0

MOTION CARRIED

Motion to go into Closed Session to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employee (5 ILCS 120/2(c)(1) and Litigation (5 ILCS 120/2(c)(11)) was tabled.

Motion was made by Trustee Jarosz and seconded by Trustee Kolaski to adjourn the meeting.

AYES: 6 NAY: 0

MOTION CARRIED

Meeting adjourned at 8:46 P.M.

Andy Skyba
Secretary

Robert Martell
President