

**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 11th day of April, 2016 at 7:30 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; yes,

 Trustee Lympelopulos; yes, Trustee Romano; yes,

 Trustee Kolaski; yes, Attorney Flaherty; 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 Kolaski and seconded by Trustee Martell 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

Gwen Gialo read letter.

Opening of Emergency Medical Services Bids

	PSI	Metro
2016-2017	\$920,004	\$976,364
2017-2018	\$938,400	\$1,005,654
2018-2019	\$957,168	\$1,035,824

Metro included a second model which is a risk sharing model.

	<u>Cost of Paramedic Service</u>	Norwood Park Guaranteed Maximum Annual Payment <u>to Metro</u>
Cost for year one	\$979,364	\$167,364
Cost for year two	\$1,005,654	\$190,654
Cost for year three	\$1,035,824	\$217,824

Motion by Trustee Romano and seconded by Trustee Lymperopulos to table action on the bids for a determination by staff as to the compliance with specifications.

Trustee Romano states that the Finance Committee needs to review the bids and have the attorney review it as well.

Attorney Flaherty states that we may want to do this before the May board meeting since this begins in July. Trustee Martell stated that the Finance Committee will meet and then hold a Special Meeting of the board to vote with the recommendation from the Finance Committee.

Discussion.

Trustee Martell stated for clarification that the second model proposed by Metro will not be considered since it did not meet the specifications. Discussion.

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

AYES: 7 NAY: 0

MOTION CARRIED

Motion by Trustee Jarosz and seconded by Trustee Skyba to approve the payment of all current disbursements in the amount of \$428,836.24.

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

AYES: 7 NAY: 0

MOTION CARRIED

Motion by Trustee Kolaski and seconded by Trustee Lympelopulos to approve the minutes of the Regular Session meeting held on March 14th, 2016.

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

AYES: 7 NAY: 0

MOTION CARRIED

Motion by Trustee Skyba and seconded by Trustee Kolaski to approve the Closed Session meeting held on March 14th, 2016.

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

AYES: 7 NAY: 0

MOTION CARRIED

Motion by Trustee Jarosz and seconded by Trustee Strempek to approve the minutes of the Special meeting held on March 28th, 2016.

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

AYES: 7 NAY: 0

MOTION CARRIED

TREASURER'S REPORT

Schedule of Assets
(Arising from Cash Transactions)
February 29th, 2016

Assets

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

Plaza Bank checking #4303503 (0.046%)	\$7,791.09
Plaza Bank money market #4303498 (0.295%)	1,630,186.60
Plaza Bank ambulance billing money market #4304492 (0.295%)	285,062.13
Plaza Bank-Medical #1003102	<u>491.04</u>
Total checking and money market accounts	<u>\$1,923,530.86</u>

Certificates of deposit (interest rate and maturity):

Plaza Bank (0.65%, 03/02/17)	631,101.96
Belmont Bank and Trust (1.00% 08/23/16)	551,525.50
Belmont Bank (1.00% 08/05/16)	126,968.01
Plaza Bank (0.65% 03/18/16)	428,435.17
Belmont Bank (1.00% 08/21/16)	527,282.09
Belmont Bank (.996% 07/19/16)	<u>372,538.19</u>

Total certificates of deposit 2,637,850.92

Total checking, money market and certificates of deposit \$ 4,561,381.78

Motion by Trustee Skyba seconded by Trustee Romano to approve the Treasurer's report as presented from the Financial Statement for March 2016.

Trustee Romano stated there is a CD on the financial statement showing 03-18-16 maturity date, this has been rolled over and has a rate of 1%, and we are waiting for the paperwork from the bank.

In the financial statements our revenue balance is large since we have received a big bulk of our tax money, we will have expenditures that we'll continue to pay over the next couple months and that balance will go down.

Discussion.

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

AYES: 7 NAY: 0

MOTION CARRIED

Chiefs Report:

All Trustees received a copy of the alarm report and training report.

All Trustees received a copy of the inspection report along with the list of completed inspections for this month.

Consolidated Dispatch has been talked about at our previous meeting. We need to have a plan in place by July 1, 2016 and implement it by July 1, 2017. Norridge, Harwood Heights and Schiller Park have entered into an agreement to have a study done on the feasibility of them consolidating (along with us). The study should take 6 weeks and then we should have an idea on what we are going to do. We already have a quote from Norcom so we should have options. Wednesday I will be going with the group to Schiller Park to see their dispatch.

On the agenda I have a couple of items we need to purchase. I have researched these items and put the average cost for purchase. I will be going to FDIC in Indianapolis next week and there will be a wide variety of these items that we can choose from. I might be able to get a good show price so I left it as not to exceed so we can get the best deal.

As I mentioned, I will be going to FDIC along with Deputy Chief Johnson, Dan Davila and Leigh Unger. We will leave on Thursday April 21st and returning on Saturday morning the 23rd. The Shift Commander will be in charge until our return.

The electrical panels have been installed and the new circuit for the sign is completed. The old sign has been removed and taken to the shop to be constructed. The new unit should be installed within the next two weeks.

The roof project is on schedule, DC Johnson talked with STI today and they said the ad will be sent out on May 1st with the pre-bid meeting scheduled for May 16th. He suggested the bids go to them and they can open them on June 6th and they will review them and have them ready for the board meeting on June 13th so we could award the bid that night. Attorney Flaherty stated that the bids need to be opened at the fire department. Discussion. The bids will be opened at the June 13th meeting. STI is concerned that some companies would have already scheduled jobs.

There was talk about moving the flag pole to make everything symmetrical out front when we put up the monument. The sign company has a designer that will take pictures and design the area in front of the building. They will do it at a cost of \$300.

There are several Trustees who have not completed their economic interest statement. You have until May 1st to complete.

Motion by Trustee Jarosz and seconded by Trustee Martell to accept the Chief's Report for March 2016 as presented by the Chief.

AYES: 7 NAY: 0

MOTION CARRIED

Attorney Report:

Attorney Has 6 items to discuss, two being closed session items involving litigation and retiree benefits.

Update on the Rules and Regulations, there is a delay, the Union attorney has five additional issues to discuss and it should be in his email by morning.

Possible annexation by Park Ridge for the VFW Hall, after reviewing with the Chief they do have the right to do this. Discussion. There is a possibility to get some money from the developer but since it is currently tax exempt property that would not happen. If it gets reassessed prior to the annexation there is a possibility.

Rumor of a TIF for a Special Service District, this could turn into a TIF District or a sales tax rebate. If they want to go the TIF route they have to have a tax board and the District would be part of this. Need to keep an eye on it and see what happens so we can act if needed. Explanation on how TIF's work, we will have to keep an eye on it.

Ability to accept donations and that those donations are tax exempt through IRS tax code 170, the situation which the funds are used must be specific for the District and then a letter maybe issued to the donor for tax purposes. Trustee Romano asked if we could become a 501c3 but Attorney Flaherty does not see the benefit for it since a District is exempt and there is paperwork and tax reporting that would have to be completed.

President Report:

Trustee Martell stated they will move along with the bids received tonight and they will bring this to a close, things are moving along.

Committee Reports:

Finance Committee- Trustee Romano stated they will hold a committee meeting to discuss the paramedic contract and also need to get together to see what we are going to do about the audit and payroll. The key one is the paramedic contract on Thursday at 7:30pm. There will be CD's coming due soon and we will have to retain the one in July for the roof project.

Building and Equipment Committee- Trustee Lympelopulos stated the chief covered it.

Information Technology Committee - Chairman Strempek has nothing to report at this time.

Policy Committee- Trustee Kolaski stated that there is nothing at this time. Waiting for the Union's attorney to respond.

Strategic Planning Committee- Trustee Martell stated they will have another meeting.

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

Community Relations Committee- Trustee Jarosz stated there is a meeting tomorrow night at 7pm for the 75th Anniversary.

Pension Fund-Trustee Romano stated there is a Pension meeting on the 29th. Trustee Martell asked about any updates on hearings, there is nothing at this time.

Old Business:

None.

New Business:

Motion by Trustee Martell and seconded by Trustee Kolaski to approve the purchase of an adult advanced critical care airway training (for intubation and cricothyrotomy) and infant airway intubation head at a cost not to exceed \$3,500.00.

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

 Trustee Skyba; yes, Trustee Jarosz; yes,

 Trustee Lympelopulos; yes, Trustee Romano; yes,

 Trustee Strempek; yes.

AYES:7 NAY: 0

MOTION CARRIED

Motion by Trustee Martell and seconded by Trustee Strempek to approve the purchase of one Akron Revolution Intake Valve at a cost not to exceed \$1,450.00.

Chief Stenson explained what this item is and that he will be trying to find a good price at FDIC.

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

AYES: 7 NAY: 0

MOTION CARRIED

Motion by Trustee Martell and seconded by Trustee Lympelopulos to approve the internship for Haylie Stec, 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.

Discussion on minimum wage and what job duties were.

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

AYES: 7 NAY: 0

MOTION CARRIED

Motion by Trustee Kolaski and seconded by Trustee Strempek to go into Closed Session to discuss minutes of closed sessions for purposes of approval or review for public disclosure (5 ILCS 120/2(c)(21)), 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)).

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

AYES:6 NAY: 0

MOTION CARRIED

Went into Closed Session at 8:22 pm

Return to open session at 9:00. No votes taken.

Roll Call: Trustee Skyba; yes, Trustee Martell; yes,
Trustee Jarosz; yes, Trustee Strempek; yes,
Trustee Lympelopulos; yes, Trustee Romano; yes,
Trustee Kolaski; yes, Attorney Flaherty, yes,
Chief Stenson; yes.

Motion by Trustee Romano and seconded by Trustee Lympelopulos to approve the destruction of Closed Session audio tapes from November 2013 up to and including August 2014.

Roll Call: Trustee Skyba; no, Trustee Martell; yes,
Trustee Strempek; yes, Trustee Romano; yes,
Trustee Lympelopulos; yes, Trustee Jarosz; yes,
Trustee Kolaski; yes.

AYES: 6 NAY: 1

MOTION CARRIED

Motion by Trustee Martell and seconded by Trustee Jarosz to keep Closed Session minutes from June 2005 up to January 2016 closed.

Trustee Lympelopulos asked what the advantage of keeping them closed for this long, Attorney Flaherty stated that every six months they must be reviewed but can never be destroyed.

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

AYES: 7 NAY: 0

MOTION CARRIED

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

AYES: 7 NAY: 0

MOTION CARRIED

Meeting adjourned at 9:06 P.M.

Andy Skyba
Secretary

Robert Martell
President