

**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 10<sup>th</sup> day of October, 2016 at 7:34 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 Lyemperopulos; yes, Trustee Romano; yes,  
  
                                  Trustee Kolaski; 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 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: 7 NAY: 0

MOTION CARRIED

Trustee Martell stated that with all the people who talk about running for board trustee, you would think there would be people in the audience. Discussion.

Motion by Trustee Skyba and seconded by Trustee Romano to approve the payment of all current disbursements in the amount of \$400,242.00.

Chief stated that last two months have been lower than normal.

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

Trustee Lympelopulos; yes, Trustee Kolaski; yes,  
Trustee Romano; yes.

AYES: 7 NAY: 0

MOTION CARRIED

Motion by Trustee Lympelopulos and seconded by Trustee Kolaski to approve the minutes of the Regular Session meeting held on September 12<sup>th</sup>, 2016.

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

AYES: 7 NAY: 0

MOTION CARRIED

Motion to approve Closed Session Minutes for September 12<sup>th</sup>, 2016 was tabled until corrections are made.

### **TREASURER'S REPORT**

Schedule of Assets  
(Arising from Cash Transactions)  
September 30<sup>th</sup>, 2016

Assets

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

Plaza Bank checking #4303503 (0.046%)	7,731.09
Plaza Bank money market #4303498 (0.295%)	1,333,860.79
Plaza Bank ambulance billing money market #4304492 (0.295%)	641,692.29
Plaza Bank-Medical #1003102	<u>429.74</u>
Total checking and money market accounts	<u>\$1,983,713.91</u>

#### **Certificates of deposit (interest rate and maturity):**

Byline Bank (1.00%, 03/02/17)	634,271.47
Belmont Bank and Trust (.40% 11/21/16)	350,000.00
Belmont Bank (1.00% 08/05/18)	127,599.36
Byline Bank (1.00% 03/17/17)	430,586.85

Belmont Bank (1.29%, 09/26/17)	204,267.98
Belmont Bank (1.00% 08/21/16)	529,904.01
Belmont Bank (1.00% 07/19/18)	<u>374,390.65</u>
Total certificates of deposit	<u>2,651,020.32</u>
Total checking, money market and certificates of deposit	<u>\$ 4,634,734.23</u>

Motion by Trustee Martell seconded by Trustee Skyba to approve the Treasurer’s report as presented from the Financial Statement for September 2016.

Trustee Romano stated they brought in Lauterbach and Amen to discuss the issues they had. They were apologetic. Trustee Romano stated that the money at the end of the month is accounted for and they want the financial report to reflect that. This financial report is not exactly what they wanted and will have a finance meeting to show how they want it structured. Trustee Martell stated that we need a projected cash flow.

A CD matured and we broke it into 2 CDs. One which will mature in 90 days for \$350,000 so we can use it to pay for the roof and another for the remaining amount of the initial CD which we got for a higher rate of 1.29% Discussion.

Finally, in the financial report page 5 is incorrect for the title page and will need to do quality control.

Roll Call: Trustee Skyba; yes, Trustee Jarosz; yes,  
Trustee Lyemperopulos; yes, Trustee Kolaski; yes  
Trustee Martell; yes, Trustee Strempek; yes,  
Trustee Romani; yes.

AYES: 7 NAY: 0

MOTION CARRIED

**Chiefs Report:**

The Open House was another success, thanks to all the Trustees and Mrs. Kolaski who helped out. We went through 550 hot dogs donated by Lukes on Harlem, 480 Taffy Apples donated by Byline Bank, hundreds of pictures from Mickey D’s, 100s of bags of popcorn, over 500 tee shirts donated from the 75<sup>th</sup> anniversary, 400 goody bags and 100s of gallons of Gatorade. Fun was had by all! We did have a lower turnout than usual this year.

The roof project is going very well, they finished their second week and will be completed in one more week. They have worked on the main roof for the last two weeks and have not found any problems up

to now. They started the first of the addition roofs today and it looks like they will not have a problem with that portion either. So far so good, remember they told us to be aware that usually they find problems worth 5%-10% of the cost of the project. The contractor has been wonderful, keeps everything clean and doesn't interfere with any fire department business. They report to Deputy Chief every morning on the status and any weather conditions. They have been a pleasure to work with.

We have a motion on the agenda to extend Call One, our phone provider for one more year. It has been a tough year with them because AT&T keeps raising the rates on one of our circuits. We used to pay \$200 per month and we are now up to \$1,000/month. Call One has done some research and they believe that we can switch to a T1 line for about \$300 per month but it would cost us \$6,000 to install the line. We received this price of \$6,000 from Chicago Communications and we are waiting on a price from Radco. If we go with Chi Com we will recoup the savings in one year.

Mark your calendars, the Christmas party will be held on December 3<sup>rd</sup> from 3pm to 6pm.

Motion by Trustee Martell and seconded by Trustee Skyba to accept the Chiefs report for September 2016.

AYES: 7 NAY: 0

MOTION CARRIED

**President Report:**

Trustee Martell wanted to thank the trustees for their good work at the Open House. Many compliments and interesting questions. The firemen did an outstanding job as always. Discussion. Mary Field donating the flu shots is a wonderful thing and appreciated.

**Committee Reports:**

**Finance Committee:** Trustee Romano stated that Lauterbach is going to look at the depreciation

**Building and Equipment Committee-:** Trustee Lymperopulos stated that the roof project was covered by the chief.

**Information Technology Committee** – Trustee Strempek stated there is nothing to report.

**Policy Committee-**Trustee Kolaski stated that there was nothing that he knows of. Trustee Skyba stated that in the Rules and Regulations the Fire Chief job description does not have college education required which was in the old Rules and Regulations. Trustee Martell asked why we would lower our standards. Would like it to be added back in for a college degree. Discussion. Should have it as preferred college degree. Trustee Kolaski stated the attorney looked at it and there was no recommendation from him to have it. Trustee Martell states that new hires should have 60 credit hours of college to apply. Discussion. This will be reviewed by the Policy Committee and have it ready for the

next board meeting. Trustee Kolaski stated that it was great working with the Chief and with the policies.

**Strategic Planning Committee-** Trustee Martell stated that it will be important to do especially with a new Chief. Would like to meet in October.

**Human Capital Committee-**Trustee Skyba stated there is nothing to report.

**Community Relations Committee-** Trustee Jarosz stated there is nothing at this time and everything went well for the parties. Trustee Martell asked if we want to get something for our members for the Christmas party that says 75<sup>th</sup> anniversary. The Chief and Trustees thanked Trustee Jarosz for all his hard work. Discussion on the permanent thank you.

**Pension Fund-** Trustee Romano stated we have a meeting this month.

**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, 2013 to October 23, 2017.

Trustee Skyba asked what happens after one year. Trustee Strempek states that a lot depends on the changes in the area and hopefully there will be new equipment.

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

AYES: 7 NAY: 0

MOTION CARRIED

Motion by Trustee Martell and seconded by Trustee Romano to approve the payout of elective sick time buyback to the following:

Jeff Peistrup- 58 hours \$2,092.64

Randy Davis- 144 hours \$4,708.08

Total elective buyback \$6,800.72.

Trustee Romano reviewed the numbers.

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

AYES: 7 NAY: 0

MOTION CARRIED

Motion by Trustee Martell and seconded by Trustee Skyba to approve the renewal from Blue Cross Blue Shield health insurance PPO policy RPPC3426, effective December 1, 2016 through November 30, 2017.

Trustee Martell states that this policy maintains our self-insured retention.

Trustee Skyba asked if this is the policy that our insurance broker talked about at the meeting.

Trustee stated it was and to remember we are self-insuring a portion of it.

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

AYES: 7 NAY: 0

MOTION CARRIED

Motion by Trustee Romano and seconded by Trustee Strempek to implement a Flexible Spending Account (FSA) along with Dependent Care FSA for the active employees of the Norwood Park Fire Protection District through Accrue Solutions at a cost to the District not to exceed \$1,200.00.

Trustee Lympelopulos asked if we agreed on it, Trustee Martell said we will put it to vote and he feels it is the right thing to do.

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

AYES: 7 NAY: 0

MOTION CARRIED

Motion by Trustee Skyba and seconded by Trustee Kolaski 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)).

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

AYES: 7 NAY: 0

MOTION CARRIED

Went into Closed Session at 8:21pm.

Returned from Closed Session at 8:55pm. No votes taken. No decisions were made.

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

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

AYES: 7 NAY: 0

MOTION CARRIED

Meeting adjourned at 8:56 P.M.

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Andrew Skyba  
Secretary

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Robert Martell  
President