

**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 13th day of March, 2017 at 7:33 P.M. at 7447 W. Lawrence Ave., Harwood Heights, Illinois.

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; absent,

 Trustee Kolaski; yes, Fire Chief/Administrator Vavra; yes.

Deputy Chief Johnson also present.

PLEDGE

The pledge was said at the start of the meeting.

COMMUNICATION WITH THE AUDIENCE (Public Participation)

A motion was made by Trustee Skyba and seconded by Trustee Jarosz 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

Frank Avino stated that he feels the Trustees are all doing a wonderful job and thanked them for their service.

Motion by Trustee Skyba and seconded by Trustee Lympelopulos to approve payment of all current disbursements in the amount of \$489,801.36.

Trustee Martell stated he didn't see anything high. Chief Vavra stated that there was the payment on the roof and Global Emergency Product for maintenance on ladder truck. Trustee Martell stated that the maintenance work is depreciable. Chief stated there was close to \$100,000 more in disbursement than usual this month.

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

AYES: 6 Nay: 0 MOTION CARRIED

Motion by Trustee Strempek and seconded by Trustee Lympelopulos to approve the minutes of the Special meeting held on February 9th, 2017.

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

AYES: 6 NAY: 0 MOTION CARRIED

Motion by Trustee Kolaski and seconded by Trustee Jarosz to approve the minutes of the Special meeting held on February 12th, 2017.

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

AYES: 6 NAY: 0 MOTION CARRIED

Motion by Trustee Skyba and seconded by Trustee Martell to approve the minutes of the Regular meeting held on February 20th, 2017.

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

AYES: 6 NAY: 0 MOTION CARRIED

Motion by Trustee Lympelopulos and seconded by Trustee Jarosz to approve and keep closed the minutes of the Closed Session meeting held on February 9th, 2017.

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

AYES: 6 NAY: 0 MOTION CARRIED

Motion by Trustee Kolaski and seconded by Trustee Strempek to approve and keep closed the minutes of the Closed Session meeting held on February 20th, 2017.

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

AYES: 6 NAY: 0 MOTION CARRIED

TREASURER'S REPORT

Schedule of Assets
(Arising from Cash Transactions)
February 28th, 2017

Assets

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

Byline Bank checking #4303503 (0.046%)	6,366.69
Byline Bank money market #4303498 (0.295%)	344,769.55
Byline Bank ambulance billing money market #4304492 (0.295%)	422,714.83
Byline Bank-Medical #1003102	410.74
Byline Bank- FSA #9990034868	<u>5,831.04</u>
Total checking and money market accounts	<u>\$780,092.85</u>

Certificates of deposit (interest rate and maturity):

Byline Bank (1.00%, 03/02/17)	635,844.90
Belmont Bank (1.00% 08/05/18)	128,240.83
Byline Bank (1.00% 03/17/17)	431,655.00
Belmont Bank (1.29%, 09/26/17)	204,921.88
Belmont Bank (1.00% 08/21/16)	531,567.97
Belmont Bank (1.00% 07/19/18)	<u>376,272.79</u>
Total certificates of deposit	<u>\$ 2,309,503.37</u>

Total checking, money market and certificates of deposit \$ 3,089,596.22

Motion by Trustee Skyba and seconded by Trustee Strempek to approve the Treasurer's report as presented from the Financial Statement for February 2017.

Trustee Martell stated that a CD matured from Byline and was moved to Belmont Bank, there will be another CD maturing in a week and that one will most likely be moved to Belmont Bank as well due to the higher rates. We received around \$1.6 million of our property tax money.

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

 Trustee Jarosz; yes, Trustee Strempek; yes,

 Trustee Lymperopulos; yes, Trustee Romano; absent,

 Trustee Kolaski; yes

AYES: 6 NAY: 0 MOTION CARRIED

Chiefs' Report:

Chief Vavra stated there was a small crash with the ambulance at Norridge Gardens, it will be 100% covered by Corkill Insurance.

Hose purchase will bring us up to a full complement of hose for a fire or during annual hose testing. The other quotes were handed out that was used from 6 months ago.

In the future the chief will work with neighboring department to possibly do a group purchase which will help with cost. This will be done with everything we have in common.

Ambulance 106 had a turbo replaced and control module which opened up the conversation on what to do with the ambulances. Will bring to next board meeting the options for what is best for the ambulances. The diesels are causing us trouble. Possible to re-chassis the ambulance and use the box. Discussion.

Time of day for call volume, most of our calls are in a 12 hour block from 7am-7pm which 75% of the calls did. Break down of calls with EMS to other calls, we were 53% EMS to Fire . We need to use these statistics on how we will deploy our manpower.

Met with Norridge, Harwood Heights and Schiller Park for MCD dispatching. The meeting went really well and he was the only person in the room that has ever been through this before. It is a promising solution. He met with Chief Stenson today and pulled out quotes that were received. Discussion.

Continuing interviews with employees and they are going well.

Had the opportunity to go to Rotary meeting (Chief, Deputy Chief and Trustee Skyba). One option on membership is that we can have District membership and have 4 different people go to the meeting. It would be \$145 a quarter. This would be discussed further.

Trustee Jarosz asked what a good intent call was; chief explained it is when someone calls thinking it is something and it ends up being something else.

Motion by Trustee Martell and seconded by Trustee Jarosz to accept the Chiefs' Report for February 2017 as presented.

AYES: 6 NAY: 0

MOTION CARRIED

President's Report: Trustee Martell stated there is nothing to report. Chief and Deputy are doing everything they need to do to make the District operate.

Committee Reports:

Finance Committee- Trustee Martell stated that we will have a meeting soon.

Building and Equipment Committee- Trustee Lymperopulos stated there is nothing to report.

Information Technology Committee-Trustee Strempek stated he met with Chief and Deputy Chief. Our company that hosts our website will not be able to maintain the site; we will need to look at options. There are only 4 major players that do Governmental Websites. Other concerns are the internet being slow, switching the email over, IT support and the phone system has reached end of life. The network switch end of life is May of this year. Talked to consultant to include an IT game plan. They feels they need to shop for IT support. He will get 3 proposals for what we are looking for. Discussion.

Policy Committee- Trustee Skyba stated there is something under new business. In your packets there are three versions of agendas to look over. Discussion.

Strategic Planning Committee- Trustee Martell stated that once Chief is done with interviews we will meet.

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

Community Relations Committee-Trustee Jarosz stated that there is nothing at this time but will start looking at Rotary and Chamber of Commerce to join.

Pension Fund- Trustee Martell stated that the next meeting is in April. Chief looked into the why there is a difference in actuary reports. When comparing the two reports there is a different mortality rate table used. Discussion. Trustee Martell and Trustee Romano both would like to get off the Pension Fund it is hard for CPA's to be on a fund when it is only 45% funded. Also looking into fiduciary liability insurance.

Old Business: none

New Business:

Motion by Trustee Kolaski and seconded by Trustee Strempek to table Ordinance #17-1, An Ordinance amending the mandatory retirement age for the Norwood Park Fire Protection District.

Discussion is if it is for the first day or the last day of the day the person turns age 63, attorney requested that it get clarified. Original Ordinance had used the same Ordinance number twice which needs to be corrected.

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

Trustee Lympelopulos; yes, Trustee Romano; absent,

Trustee Kolaski; yes

AYES: 6 NAY: 0

MOTION CARRIED

Motion by Trustee Jarosz and seconded by Trustee Lympelopulos to approve the purchase of 12 lengths of 1.75 inch hose, 20 lengths of 2.50 inch hose and 10 lengths of 4 inch hose from Tactical Fire Equipment at a total cost (including shipping) of \$12,511.20.

Discussion on the three quotes.

Roll Call:

Trustee Skyba; yes, Trustee Martell; yes,

Trustee Jarosz; yes, Trustee Strempek; yes,

Trustee Lympelopulos; yes, Trustee Romano; absent,

Trustee Kolaski; yes

AYES: 6 NAY: 0

MOTION CARRIED

Motion by Trustee Strempek and seconded by Trustee Skyba 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 Jarosz; yes, Trustee Strempek; yes,

Trustee Lympelopulos; yes, Trustee Romano; absent,

Trustee Kolaski; yes

AYES: 6 NAY: 0

MOTION CARRIED

Went into Closed Session 8:36.

Returned from Closed Session at 9:54, no decision made, no votes taken.

Roll Call:

Trustee Skyba; yes, Trustee Martell; yes,

Trustee Jarosz; yes, Trustee Strempek; yes,

Trustee Lympelopulos; yes, Trustee Romano; absent,

Trustee Kolaski; yes, Fire Chief/Administrator Vavra; yes

Trustee Martell asked for Chief Vavra to check into the following:

1. Make sure the District has Director/Officer Liability insurance.
2. Assist Trustee Kolaski with the removal of his personal D&O coverage.
3. Check in the Trustees need a Fiduciary Policy.
4. Check if the Pension Fund has a Fiduciary Policy.

Motion by Trustee Jarosz and seconded by Trustee Strempek to adjourn the meeting.

VOICE VOTE

AYES: 6 NAY:_0

MOTION CARRIED

Meeting adjourned at 9:57 P.M.

Andrew Skyba
Secretary

Robert Martell
President