

**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 11<sup>th</sup> day of March, 2008 at 7:00 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 Hadfield; absent, Trustee Sulimowski; yes,  
  
                                  Trustee Gelsomino; yes, Trustee Szczurek; yes  
  
                                  Trustee Chmura; yes, Chief Stenson; yes.

The pledge was said at the start of the meeting.

Motion by Trustee Martell and seconded by Trustee Chmura to approve the agenda for March 11<sup>th</sup>, 2008 meeting.

AYES: 6   NAY: 0

MOTION CARRIED

**COMMUNICATION WITH AUDIENCE (Public Participation)**

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

Commissioner Tom Green addressed the Board explaining the Lieutenant's test that was suspended.

A motion was made by Trustee Skyba and seconded by Trustee Martell to approve the payment of all current bills.

Roll Call: Trustee Skyba; yes, Trustee Martell; yes,  
Trustee Hadfield; absent, Trustee Sulimowski; yes,  
Trustee Gelsomino; yes, Trustee Szczurek; yes,  
Trustee Chmura; yes.

AYES: 6 NAY: 0 MOTION CARRIED

A motion was made by Trustee Gelsomino and seconded by Trustee Chmura to approve the minutes of the Regular meeting held on February 12<sup>th</sup>, 2008.

Roll Call: Trustee Skyba; present, Trustee Martell; yes,  
Trustee Hadfield; absent, Trustee Sulimowski; yes,  
Trustee Gelsomino; yes, Trustee Szczurek; yes,  
Trustee Chmura; yes.

AYES: 5 PRESENT:1 NAY: 0 MOTION CARRIED

**TREASURER'S REPORT**

Schedule of Assets  
(Arising from Cash Transactions)  
February 29, 2008

Assets

Checking and money market accounts (interest rate):	
Plaza Bank checking (0.245%)	\$ 1,250
Plaza Bank money market (4.827%)	1,116,871
Plaza Bank	<u>10,113</u>
Total checking and money market accounts	1,128,694

Certificates of deposit (interest rate and maturity):	
1 <sup>st</sup> Chicago Bank (5.25% 03/07/08)	452,348
Plaza Bank (4.66% 01/17/09)	110,732
Plaza Bank (5.25% 06/23/08)	1,405,621
Midwest Bank (5.35% 05/10/08)	422,059
Parkway Bank and Trust (5.00% 08/07/08)	<u>316,449</u>
Total certificates of deposit	<u>2,707,209</u>
Total checking, money market and certificates of deposit	<u>\$3,835,903</u>

Trustee Martell stated that a CD matured at First Chicago Bank which was earning 5.25%, The best rate he could find was at Parkway Bank and Trust which was 4.110% for a 6 month CD. Plaza bank stated they would not honor the 5.25% that was transferred from the money market back into the CD. We are checking into options. Chief Stenson stated that as of now the District received \$1,028,000.00 in tax money. There is 1.5 million in the Money Market and Pension fund has received \$74,000.00. Trustee Chmura asked about opening up CD's and not another Money market account with Parkway. Discussion.

Motion by Trustee Skyba, seconded by Trustee Chmura to approve the Treasurer's report as presented from the Financial Statement for February 2008.

Roll Call: Trustee Skyba; yes, Trustee Martell; yes,  
Trustee Hadfield; absent, Trustee Sulimowski; yes,  
Trustee Gelsomino; yes, Trustee Szczurek; yes,  
Trustee Chmura; 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. Discussion.

Nationwide Deferred Compensation will be out March 31<sup>st</sup> and April 1<sup>st</sup> and 2<sup>nd</sup> if anybody would like to meet with them.

Payroll is on schedule. Cyndi was on the phone with Paychex for about 5 hours today. Tomorrow they are coming out to run the first payroll.

Web site update- we are still looking for more pictures to add. We will then put updated minutes from the Board meetings. We are hoping to go live by the end of the month.

Harwood Heights Lawrence Avenue Streetscape is starting and things are going to be messy. Nicor has started and things are going to be torn up for awhile. Trustee Martell suggested that if they tear up the driveway we could add heaters under the concrete. Discussion.

Last year Pennoyer School had Lime Energy come out and evaluate their building for a grant that would replace all of their light fixtures. This year Lime Energy came here to evaluate our building and there is a grant available. The cost would be \$17,000 with a possible cost to the District of \$5,700. There would be a savings of about \$7,000 per year. The \$17,000 is estimated to be recovered in 2.2 years. They would replace each light fixture in the building. Trustee Chmura is requesting that a spreadsheet be made showing any savings.

Everyone received a copy of the MABAS 20 dues; they went up \$2,000 due to the division purchasing a Hazardous Materials vehicle and Arson vehicle.

We received the snow plow and it worked great. The next move is to sell the 1979 Green Machine. Unsure how to come up with a price for this. Discussion. It was decided to go to a closed bid for the purchase of the Green Machine.

The Equipment Committee will be getting one more bid on the kitchen remodel.

A motion was made by Trustee Martell and seconded by Trustee Skyba to accept the Chiefs report as presented for February 2008.

AYES: 6 NAY: 0

MOTION CARRIED

### **Presidents Report:**

Trustee Sulimowski stated that he has nothing at this time.

### **Correspondence:**

Letter thanking Stanley Koy for the installation of a child safety seat.

Card from a patient thanking Paramedics Kurt Seiler and Phil Pawlowski.

## **Committee Reports:**

Finance Committee- Chairman Trustee Chmura stated there was a finance committee meeting this week. Payroll was discussed due to an issue that was found. Problems were found when Paychex did an audit on Ceridians payroll. Medicare was not taken out on the Deferred Compensation amount. The firefighters need to have 1.45% taken out of their Pebsco contribution as of the start of this year. Another issue is that Trustee Skyba's paycheck had no Medicare or Social Security taken out, this has been corrected by Paychex. It is the Finance Committees recommendation to have Paychex rectify the tax issue as of January 1, 2008. Discussion. A letter will be sent to each employee with the figures that are needed to satisfy Medicare. Trustee Chmura states that he will be talking to the auditors asking why they did not find this. Trustee Chmura and Trustee Sulimowski would like to thank Deputy Chief Kovalcik and Cyndi with the information that was given and the research that was done for the Finance Committee. Discussion. Everyone received a letter from Crowe Chizek with the Audit quote for this fiscal year which is \$20,900.00. Discussion.

Building and Equipment Committee- Chairman Trustee Hadfield is absent. Chief commented on the snow plow already. The kitchen bids so far have been in the mid \$20,000. Discussion on the bathroom needing to be remodeled.

Technology and PR Media Committee- Chairman Trustee Sulimowski stated the Chief had explained the web site and how it will be going live soon. Norridge is having its 60<sup>th</sup> Anniversary and he feels that the Board should be there.

Policy Committee- Chairman Trustee Gelsomino stated there is nothing to report at this time.

Pension Fund- Trustee Martell stated there is a meeting coming up in April. They will have to meet with the different vendors. The Department of Insurance actuarial was received and the figure is \$750,621.00. Discussion.

Trustee Sulimowski asked if there will be people presenting at the April meeting. Trustee Martell stated they may have a special meeting before then. Discussion. Trustee Chmura stated he feels that they should hold the meeting in the Board room and allow anyone to sit in. Discussion.

## **Old Business:**

None.

**New Business:**

Motion to pay the Pension fund \$35,050.00 due from the Government Fund as shown in the June 30, 2007 audit.

Discussion on motion.

Motion by Trustee Skyba and seconded by Trustee Martell to table the payout of \$35,050.00 to the Pension Fund due from the Governmental Fund as shown in the June 30, 2007 audit.

VOICE VOTE

AYES: 6 NAY: 0

MOTION CARRIED

Motion by Trustee Skyba and seconded by Trustee Sulimowski to go into Executive Session to discuss personnel, salary and approve the Executive minutes from January 8<sup>th</sup>, 2008.

Roll Call: Trustee Skyba; yes, Trustee Martell; yes,  
Trustee Hadfield; absent, Trustee Sulimowski; yes,  
Trustee Gelsomino; yes, Trustee Szczurek; yes,  
Trustee Chmura; yes.

AYES: 6 NAY: 0

MOTION CARRIED

Went into Executive Session at 8:00 pm.

Returned from Executive Session at 8:34 pm. All present. The Board approved the Executive minutes from January 8<sup>th</sup>, 2008. No other votes taken.

Motion by Trustee Martell and seconded by Trustee Chmura to amend the March 11th, 2008 agenda, to add the Crowe Chizek bid.

VOICE VOTE

AYES: 6 NAY: 0

MOTION CARRIED

Motion by Trustee Martell and seconded by Trustee Chmura to accept the Audit proposal from Crowe Chizek for the fiscal year ending 06-30-08. Audit not to exceed \$20,900.00

Roll Call: Trustee Skyba; yes, Trustee Martell; yes,  
Trustee Hadfield; absent, Trustee Sulimowski; yes,  
Trustee Gelsomino; yes, Trustee Szczurek; yes,  
Trustee Chmura; yes.

AYES: 6 NAY: 0

MOTION CARRIED

Motion was made by Trustee Gelsomino and seconded by Trustee Sulimowski to adjourn the meeting.

AYES: 6 NAY: 0

MOTION CARRIED

Meeting adjourned at 8:37 P.M.

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Paul Szczurek  
Secretary

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Dominic Sulimowski  
President