

**MINUTES OF THE RESCHEDULED 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 26th day of November 2018 at 7:34 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 Romano; absent, Trustee Kolaski; yes,
Trustee Avino; yes, Trustee Cichon; yes,
Trustee Rybak; yes, Fire Chief/Administrator Vavra; yes,
Attorney Flaherty; yes.

The pledge was said at the start of the meeting.

COMMUNICATION WITH THE AUDIENCE (Public Participation)

A motion was made by Trustee Avino 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 ABSENT: 1 MOTION CARRIED

Deputy Chief David Blondell explained that tomorrow morning is the ISO evaluation and discussed the process. Deputy Chief talked about the structure fire that occurred today and the new water main upgrade was a great benefit at this dangerous fire. Trustee Skyba asked why this was considered more dangerous than other fires, Deputy Chief explained. Discussion.

Motion by Trustee Kolaski and seconded by Trustee Cichon to approve the Regularly Scheduled Meeting Minutes held on October 11th, 2018.

Roll Call: Trustee Skyba; yes, Trustee Martell; yes,
Trustee Romano; absent, Trustee Kolaski; yes,
Trustee Avino; yes, Trustee Cichon; yes
Trustee Rybak; yes.

AYES: 6 NAY: 0 MOTION CARRIED

Motion by Trustee Skyba and seconded by Trustee Kolaski to approve and keep closed the minutes of the Closed Session meeting held on October 11th, 2018.

Roll Call: Trustee Skyba; yes, Trustee Martell; yes,
Trustee Romano; absent, Trustee Kolaski; yes,
Trustee Avino; yes, Trustee Cichon; yes

Trustee Rybak; yes.

AYES: 6 NAY: 0

MOTION CARRIED

Motion by Trustee Skyba and seconded by Trustee Martell to approve payment of all current disbursements in the amount of \$429,521.02.

Roll Call: Trustee Skyba; yes, Trustee Martell; yes,
Trustee Romano; absent, Trustee Kolaski; yes,
Trustee Avino; yes, Trustee Cichon; yes
Trustee Rybak; yes.

AYES: 6 NAY: 0

MOTION CARRIED

TREASURER'S REPORT

Schedule of Assets
(Arising from Cash Transactions)
October 31st, 2018

Assets

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

Byline Bank checking #4303503 (0.046%)	94,541.19
Byline Bank money market #4303498	332,248.83
Byline Bank ambulance billing money market #4304492 (0.295%)	837,936.60
Byline Bank-Medical #1003102	5,281.22
Byline Bank- FSA #9990034868	<u>2,332.63</u>
Total checking and money market accounts	<u>\$1,272,340.47</u>

Certificates of deposit (interest rate and maturity):

Belmont Bank (3.00%, 02/10/21)	649,424.84
Belmont Bank (2.30% 08/05/19)	130,911.44
Belmont Bank (2.35% 06/23/19)	442,623.56
Belmont Bank (3.00% 01/21/21)	540,552.17
Belmont Bank (2.30% 07/19/19)	<u>384,108.61</u>
Total certificates of deposit	<u>\$2,147,620.62</u>
Total checking, money market and certificates of deposit	<u>\$3,419,961.09</u>

Motion by Trustee Rybak and seconded by Trustee Avino to approve the Treasurer's report as presented from the Financial Statement for October 2018.

Roll Call: Trustee Skyba; yes, Trustee Martell; yes,
Trustee Romano; absent, Trustee Kolaski; yes,
Trustee Avino; yes, Trustee Cichon; yes,
Trustee Rybak; yes.

AYES: 6 NAY: 0

MOTION CARRIED

Chiefs' Report:

Chief Vavra stated that his report was given to all trustees.

Lt. Erlewein should have been in North Carolina to look at the ambulance that is being re-boxed, but the flight was canceled due to the weather.

Apparatus floor in complete. There is one area they will need to come and repair.

Chance Natural Gas/Electric Projection shows a savings of \$1,500 on electric from Direct Energy and \$2,400 on gas from Santana. We are locked in after July for electric and October for gas. Trustee Martell stated this must go to Finance Committee.

Equipment surplus is on the agenda for air packs that can be destroyed.

Trustee Skyba asked what Direct Energy's role is. Chief explained that they shop for the District to get the best price for utilities.

He would also like to commend the staff on the increase number of inspections.

Motion by Trustee Skyba seconded by Trustee Kolaski to approve the Chief's report for October 2018.

AYES: 6 NAY: 0

MOTION CARRIED

President's Report: Trustee Martell stated that a Finance Committee meeting is needed. The Actuary had his accreditation suspended the day his report was issued. New Actuary was sent to the auditor. We will be borrowing one million on capital for a 7 year term at the December meeting.

Committee Reports:

Finance & Information Technology Committee- Report already given by Trustee Martell.

Building and Equipment Committee- Trustee Cichon stated that the new apparatus floor looks good. The plumbing work has been completed. He does not believe the whole building needs tuckpointing. Discussion. The furnace repair is on the agenda for approval.

Policy Committee- Trustee Kolaski stated there is nothing to report. Will have a meeting regarding the Resolution regarding the retirement age of 65. Trustee Skyba discussed adding the Commissioner's Policy to the Trustee's Policy.

Strategic Planning Committee- Trustee Martell stated there is nothing to report.

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

Community Relations Committee-Trustee Avino stated they had a meeting and discussed having a rough draft this Friday for the newsletter. Also discussed hosting a blood drive. He would like to have a firefighter lead this. Trustee Avino asked for the office staff to begin gathering information on options.

Trustee Skyba asked where we are at with a plaque for the monument. Chief stated that he met with the man who made the monument and he is putting a price together. This would be for etching the donor's names on the back of the monument.

Fire Commissioner & Pension Board Governance & Oversight Committee- Trustee Skyba stated he believed a Commissioner was going to be here to give a report. Chief stated that there was a meeting on the 15th to set up Lieutenant exam dates. Discussion. Trustee Skyba asked to make sure the Pension Fund knows to send all information to him now that he will be on the Pension Fund Board.

Attorney Report- Attorney Flaherty stated that he made the memorialization of the board's action on November 19th. Ordinance #18-4, amending the mandatory retirement age 65 has a 5th whereas clause added. Discussion.

The board needs to make a finding if they are going to do a Truth in Taxation with the Levy. Trustee Martell stated that the Board is not. Discussion. District would need \$22 million in new growth in order to benefit. CPI this year is 2.1%.

Finally, there is a wonderful series in the Chicago Tribune about Firefighters and Cancer that everyone should read. Discussion. Deputy Chief Blondell stated that he is adding it to mandatory training.

Fire Commissioner Report- No commissioner present

Old Business:

None

New Business

Motion by Trustee Skyba and seconded by Trustee Rybak to approve Resolution #18-7, A Resolution Declaring Surplus Equipment.

Chief Vavra explained that this is for old air packs and bottles.

Roll Call: Trustee Skyba; yes, Trustee Martell; yes,
Trustee Romano; absent, Trustee Kolaski; yes,
Trustee Avino; yes, Trustee Cichon; yes,
Trustee Rybak; yes.

AYES: 6 NAY: 0

MOTION CARRIED

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

Randy Davis 96 hours \$3,314.16

Trustee Martell states the numbers were looked over.

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

Trustee Avino; yes, Trustee Cichon; yes,
Trustee Rybak; yes.

AYES: 6 NAY: 0

MOTION CARRIED

Motion by Trustee Skyba and seconded by Trustee Rybak to approve the payment of \$25,175.00 to the 2% Foreign Fire Insurance Board.

Trustee Skyba stated that this money is used for things the firemen need.

Roll Call: Trustee Skyba; yes, Trustee Martell; yes,
Trustee Romano; absent, Trustee Kolaski; yes,
Trustee Avino; yes, Trustee Cichon; yes,
Trustee Rybak; yes.

AYES: 6 NAY: 0

MOTION CARRIED

Motion by Trustee Avino and seconded by Trustee Cichon to approve Commander Stanley Grygiel letter of retirement dated November 19, 2018 effective November 29, 2018.

Roll Call: Trustee Skyba; yes, Trustee Martell; yes,
Trustee Romano; absent, Trustee Kolaski; yes,
Trustee Avino; yes, Trustee Cichon; yes,
Trustee Rybak; yes.

AYES: 6 NAY: 0

MOTION CARRIED

Motion by Trustee Martell and seconded by Trustee Skyba to approve the payout of sick time, vacation time and personal days to retiring Commander Stanley Grygiel; \$29,766.12 paid out on December 1, 2018 payroll and \$34,931.10 banked for medical insurance premiums per the contract.

Total Vacation/Personal time	\$29,766.12
Total Sick Time	<u>\$34,931.10</u>
Total Payout for all days	\$64,697.22

Discussion on taxability for the bank of medical money.

Roll Call: Trustee Skyba; yes, Trustee Martell; yes,
Trustee Romano; absent, Trustee Kolaski; yes,
Trustee Avino; yes, Trustee Cichon; yes,
Trustee Rybak; yes.

AYES: 6 NAY: 0

MOTION CARRIED

Motion by Trustee Rybak and seconded by Trustee Martell to hire candidate Martin Lupo from the eligibility list, per the recommendation of the Norwood Park Fire Board of Commissioners, effective December 16, 2018 contingent upon the passing of all appropriate testing.

Swearing in will be at the December 13th Board meeting.

Roll Call: Trustee Skyba; yes, Trustee Martell; yes,
Trustee Romano; absent, Trustee Kolaski; yes,
Trustee Avino; yes, Trustee Cichon; yes,
Trustee Rybak; yes.

AYES: 6 NAY: 0 MOTION CARRIED

Motion by Trustee Skyba and seconded by Trustee Kolaski to accept the resignation of Kevin McCarthy from the Norwood Park Fire Protection District Pension Fund effective November 16, 2018.

Trustee Skyba stated he was in receipt of the letter and cannot understand why he resigned, he will reach out to him.

Roll Call: Trustee Skyba; yes, Trustee Martell; yes,
Trustee Romano; absent, Trustee Kolaski; yes,
Trustee Avino; yes, Trustee Cichon; yes,
Trustee Rybak; yes.

AYES: 6 NAY: 0 MOTION CARRIED

Motion by Trustee Kolaski and seconded by Trustee Martell to approve the appointment of Andrew Skyba to the Norwood Park Fire Protection District Pension Fund effective immediately until May 31, 2019.

Trustee Skyba stated this was to fill the board appointment but he recommends the board seek out another member of the public.

Trustee Martell stated that the Treasurer of the Board is a non-voting member.

Roll Call: Trustee Skyba; yes, Trustee Martell; yes,
Trustee Romano; absent, Trustee Kolaski; yes,
Trustee Avino; yes, Trustee Cichon; yes,
Trustee Rybak; yes.

AYES: 6 NAY: 0 MOTION CARRIED

Motion by Trustee Skyba and seconded by Trustee Martell to rescind the approval of Tim Sharpe to perform the fiscal year end 2018 Pension Actuary.

Roll Call: Trustee Skyba; yes, Trustee Martell; yes,
Trustee Romano; absent, Trustee Kolaski; yes,
Trustee Avino; yes, Trustee Cichon; yes,
Trustee Rybak; yes.

AYES: 6 NAY: 0 MOTION CARRIED

Motion by Trustee Rybak and seconded by Trustee Martell to approve the Pension Actuary and GASB 67/68 for fiscal year end 2018, to be completed by Foster & Foster at a cost not to exceed \$3,500.00.

Roll Call: Trustee Skyba; yes, Trustee Martell; yes,
Trustee Romano; absent, Trustee Kolaski; yes,
Trustee Avino; yes, Trustee Cichon; yes,
Trustee Rybak; yes.

AYES: 6 NAY: 0 MOTION CARRIED

Motion by Trustee Martell and seconded by Trustee Cichon to approve the Pension Actuary report from Foster & Foster in the amount of \$1,481,263.

Trustee Martell stated that the amount to Levy is \$129,000 more than prior year. Pension received their actuary report from Lauterbach and Amen. Foster & Foster’s number is the greater of them.

Roll Call: Trustee Skyba; yes, Trustee Martell; yes,
Trustee Romano; absent, Trustee Kolaski; yes,
Trustee Avino; yes, Trustee Cichon; yes,
Trustee Rybak; yes.

AYES: 6 NAY: 0 MOTION CARRIED

Motion by Trustee Skyba and seconded by Trustee Kolaski to authorize Ottosen Britz Kelly Cooper Gilbert & DiNolfo to petition to intervene in the Nagrocki return from disability hearing.

In future meetings, if this is discussed, Trustee Skyba will have to excuse himself since he is now on the Pension Board.

Roll Call: Trustee Skyba; yes, Trustee Martell; yes,
Trustee Romano; absent, Trustee Kolaski; yes,
Trustee Avino; yes, Trustee Cichon; yes,
Trustee Rybak; yes.

AYES: 6 NAY: 0 MOTION CARRIED

Motion by Trustee Avino and seconded by Trustee Cichon to reject all tuckpointing bids.

Roll Call: Trustee Skyba; yes, Trustee Martell; yes,
Trustee Romano; absent, Trustee Kolaski; yes,
Trustee Avino; yes, Trustee Cichon; yes,
Trustee Rybak; yes.

AYES: 6 NAY: 0 MOTION CARRIED

Motion by Trustee Cichon and seconded by Trustee Avino to approve MayAire in the amount of \$25,200 per furnace bid specifications.

An emergency repair was already completed for 1 furnace.

Roll Call: Trustee Skyba; yes, Trustee Martell; yes,
Trustee Romano; absent, Trustee Kolaski; yes,
Trustee Avino; yes, Trustee Cichon; yes,
Trustee Rybak; yes.

AYES: 6 NAY: 0 MOTION CARRIED

Motion by Trustee Rybak and seconded by Trustee Avino to ratify motions #15-19 inclusive:
#15- ratify the additional payment to Positive Promotion in the amount of \$227.10 for Halloween Bags, total cost of Halloween bags \$1,727.10.
#16- ratify the payment to Pomp's Tire Service in the amount of \$1,551.00 for 4 tires on Truck 104.
#17-ratify the payment to Air One Equipment in the amount of \$1,961.25 fir Hurst tool maintenance and Hurst hydraulic fluid.
#18- ratify the payment to Chicago Tribune in the amount of \$1,254.40 for the publication of the budget and 2nd bid notice.
#19- ratify the payment to Moore Medical in the amount of \$1,940.53 for Pro-splint kit, nasal airways, OB kit, ET tubes, pelvic sling, and gauze.

Trustee Rybak asked why the hospital does not replace all the medical equipment. Chief explained this was during ambulance inspections and that we updated the splints which was the largest cost.

Roll Call: Trustee Skyba; yes, Trustee Martell; yes,
Trustee Romano; absent, Trustee Kolaski; yes,
Trustee Avino; yes, Trustee Cichon; yes,
Trustee Rybak; yes.

AYES: 6 NAY: 0 MOTION CARRIED

Motion by Trustee Skyba and seconded by Trustee Kolaski to go into Closed Session Pursuant to Section (2)(c)(1) of the Open Meetings Act (to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body; and/or section (2)(c)(11) of the Act (pending, probable or imminent litigation).

Roll Call: Trustee Skyba; yes, Trustee Martell; yes,
Trustee Romano; absent, Trustee Kolaski; yes,
Trustee Avino; yes, Trustee Cichon; yes,
Trustee Rybak; yes.

AYES: 6 NAY: 0 MOTION CARRIED

Went in Closed Session at 9:03 PM

Returned from Closed Session at 10:23 PM, no decision made, no votes taken.

Roll Call: Trustee Skyba; yes, Trustee Martell; yes,
Trustee Romano; absent, Trustee Kolaski; yes,
Trustee Avino; yes, Trustee Cichon; yes,
Trustee Rybak; yes, Fire Chief/Administrator Vavra; yes,
Attorney Flaherty; yes.

Chief stated that we purchased a wreath for "Keep the Wreath Red", explained what this means.
Discussion.

Trustee Martell explained there are two items added by Trustee Skyba by addendum.

Motion by Trustee Skyba and seconded by Trustee Martell to approve Fire Chief/Administrator to obtain vehicle GPS tracking and location devices for all fire department vehicles (including Fire Chief's vehicle, Deputy Chief's vehicle, Inspector's vehicle, Command vehicle and all other vehicles).

Discussion on what the expectations are. Trustee Martell states the 911 center tracks vehicles now and could do ours. Trustee Martell wants to know where the vehicles are and that they are not abusing the use of the vehicles. Discussion. Chief is asking what the purpose of this is and would like a policy on vehicle use. Discussion. Chief will investigate options. Attorney Flaherty states who and when this will be accessed should be discussed.

Roll Call: Trustee Skyba; yes, Trustee Martell; yes,
Trustee Romano; absent, Trustee Kolaski; yes,
Trustee Avino; yes, Trustee Cichon; yes,
Trustee Rybak; yes.

AYES: 6 NAY: 0

MOTION CARRIED

Motion on metal signs was not voted on because it is below the threshold of the Chief.

Attorney Flaherty stated that the Secretary of Board has designated Cyndi, Chief and the Deputy Chief for accepting petitions. Discussion on upcoming election process. Chief stated that Cyndi and himself are going to a seminar for the election on December 3rd.

Trustee Martell asked Chief Vavra to continue to investigate Rosemont Automatic Aid. The Board would like to know the average time spent on a call to Rosemont. Discussion.

Motion by Trustee Rybak and seconded by Trustee Cichon to adjourn the meeting.

AYES: 6 NAY: 0

MOTION CARRIED

Meeting adjourned at 10:38 P.M.

Andrew Skyba
Secretary

Robert Martell
President