

**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 13<sup>th</sup> day of December 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.

Motion by Trustee Avino and seconded by Trustee Kolaski to appoint Claude Erlewein to Shift Commander for the Norwood Park Fire Protection District effective December 16, 2018.

Roll Call: Trustee Skyba; yes, Trustee Martell; no,  
Trustee Romano; absent, Trustee Kolaski; yes,  
Trustee Avino; yes, Trustee Cichon; yes  
Trustee Rybak; yes.

AYES: 5 NAY: 1 MOTION CARRIED

Motion to promote Ronald Schneider to the rank of Lieutenant for the Norwood Park Fire Protection District effective December 16, 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

Swearing-in of Firefighter Martin Lupo, Lieutenant Ronald Schneider, and Commander Claude Erlewein. Award Ceremony for years of service at the Norwood Park Fire Protection District.

Recess at 7:40pm  
Return from Recess at 8:21pm

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.

**COMMUNICATION WITH THE AUDIENCE** (Public Participation)

A motion was made by Trustee Rybak 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 Blondell asked if there were any questions regarding training or the Fire Prevention Bureau. D/C Blondell asked if the Trustees would postpone the vote on his contract so he could go into Closed Session and discuss some items. The Board did not have any questions and agreed to hold the vote until after Closed Session and speaking with the D/C.

Motion by Trustee Kolaski and seconded by Trustee Rybak to approve the Special Meeting Minutes held on November 19<sup>th</sup>, 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 Kolaski and seconded by Trustee Avino to approve the Re-Scheduled Meeting Minutes held on November 26<sup>th</sup>, 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 Cichon and seconded by Trustee Rybak to approve and keep closed the minutes of the Closed Session meeting held on November 19<sup>th</sup>, 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 Avino and seconded by Trustee Cichon to approve and keep closed the minutes of the Closed Session meeting held on November 26<sup>th</sup>, 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 Kolaski and seconded by Trustee Avino to approve payment of all current disbursements in the amount of \$499,770.38

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)  
November 30, 2018

#### Assets

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

Byline Bank checking #4303503 (0.046%)	87,972.99
Byline Bank money market #4303498	241,251.55
Byline Bank ambulance billing money market #4304492 (0.295%)	574,442.32
Byline Bank-Medical #1003102	5,281.22
Byline Bank- FSA #9990034868	<u>2,028.91</u>
Total checking and money market accounts	<u>\$910,976.99</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)	544,585.13
Belmont Bank (2.30% 07/19/19)	<u>384,108.61</u>
Total certificates of deposit	<u>\$2,151,653.58</u>
Total checking, money market and certificates of deposit	<u>\$3,062,630.57</u>

Motion by Trustee Cichon and seconded by Trustee Kolaski to approve the Treasurer's report as presented from the Financial Statement for November 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.

Apparatus floor in done, there were 2 spots that were slick, and they came and repaired them. It was a great company to work with.

Did some spring cleaning around the department, the men took it to heart and did a great job. They also had innovated solutions.

In November we had the department physicals. They were here for 5 days. No concerns have been brought to my attention. They will be able to begin to look at trends after 2 years of information. Firefighter candidate Lupo was able to have his entry level physical completed by them as well.

The Lieutenants test is finishing up. The written test was today, and we should have the results by next week. The Commissioners will have a preliminary final list on December 20<sup>th</sup>, then we will need to wait 10 days for any military points. Final list will be posted after that. Old list expires January 1<sup>st</sup>, 2019.

Trustee Rybak asked why the response times for November have been the highest ever. Chief stated that snow may have affected this. Automatic Aid is with the flow of traffic. Chief explained that we are looking at a reporting program where we can get better numbers. Trustee Rybak stated that a stemi needs to be under 5 minutes so we need to keep a close watch on this.

Trustee Skyba asked if there was a warranty on the floor. Chief stated he believes 3 years, but the floor should last 10 years. D/C Blondell explained how petroleum leaks on the floor and how it is cleaned every day.

Trustee Skyba stated that the board directed to get GPS into the vehicles and wanted to know why it was not done. Chief explained that he met with a company on Tuesday that has this ability. We would want it to work with the computers that are going into the vehicles. We do not have a vehicle policy for this and no one to monitor it. MCD does not have the capability to do this. He is working on a prudent way to complete this. If we go the computer route, it will be 2-3 months before we have the programs. Hass Alert is a neat concept but not sure we need that. Discussion.

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 wished everyone a Merry Christmas and Happy Holiday. Asked to please keep the Romano Family in your prayers. Discussed the meeting dates for 2019 and the need for a compromise due to everyone's schedules.

Trustee Romano is currently not available, we need to get the audit reviewed and loan completed. Discussion. Trustee Martell stated that a couple banks were not interested in doing a loan with us. This will be a tax-exempt loan. Belmont Bank has our CD money. They have concerns with the pension and healthcare liability. He is working on a rate with them. He states that we have a large obligation.

**Committee Reports:**

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

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

Policy Committee- Trustee Kolaski stated they need to work on a GPS policy before installing it. Chief is working on it.

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

Human Capital Committee- Trustee Rybak stated there was a meeting today, the grant information has been sent and we divided up the responsibilities for the application. By the end of the week we hope to know which medic are interested in doing this program. Salvation Army will partner with us for support. Discussion.

Community Relations Committee-Trustee Avino stated the newsletter is ready to go. Trustee Martell stated the font is too small and needs sighting. Trustee Skyba stated he would like to see it before it goes out. Discussion. D/C Blondell stated the ISO said we needed to include information that would educate the public in the newsletter, he explained that we would get 100% credit of the possible 5 points.

Fire Commissioner & Pension Board Governance & Oversight Committee- Trustee Skyba stated the Commissioners held the test for the Lieutenants and interviews. Will have to forgive them for not being here this evening. Meeting will be on December 20<sup>th</sup>. We will need to get meeting dates for next year. States that he has not heard from the Pension Board. Discussion regarding the pension levy amount that was approved at the last meeting.

Attorney Report- Attorney Flaherty stated he has nothing for open session but does have to discuss some litigation in Closed Session.

Fire Commissioner Report- No commissioner present

**Old Business:**

None

**New Business**

Motion to approve the Deputy Chief contract with David Blondell effective November 20, 1028 was postponed until after Closed Session

Motion by Trustee Rybak and seconded by Trustee Cichon to pass and approve Ordinance #18-5, the Norwood Park Fire Protection District 2018 Tax Levy in the amount of \$5,785,761.

Trustee Martell stated that we funded the pension as required by law. The levy was increased 4.99%.

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 Avino to pass and approve Ordinance #18-6, an Ordinance giving Cook County Clerk direction related to the 2018 Tax Levy.

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 Cichon to approve the Liability insurance renewal with Corkill insurance, effective January 1, 2019 through January 1, 2020, at an annual cost of \$35,710.00.

Discussion on coverage. Attorney Flaherty stated the umbrella coverage is adequate.

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 renewal for Workers Compensation through Illinois Public Risk Fund, effective January 1, 2019 through January 1, 2020, at an estimated cost of \$164,189.00.

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 cost to print and distribute Norwood Park Fire Protection District’s December 2018 edition Newsletter, *The Size-Up*. Printing and distribution through FCL Graphics at a cost not to exceed \$7,000 (including postage).

Trustee Skyba stated that you are asking him to vote on something he has not seen. Discussion. This is on the Committee’s recommendation.

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 Martell to approve the Norwood Park Fire Protection District Board meeting dates for 2019 as follows: January 14, February 21, March 11, April 18, May 13, June 20, July 11, August 15, September 9, October 10, November 14, and December 12. Meetings to be called to order at 7:30pm.

Trustee Martell stated that the dates alternate to accommodate Trustee Romano and Kolaski. Attorney Flaherty stated that he is unable to attend Monday meetings.

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 Kolaski to approve the payment to Target Solutions in the amount of \$3,329.03 for annual maintenance and training platform.

Chief stated that the training program is great for ISO.

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 the payment to Emergency Vehicle Service in the amount of \$2,925.89 for repairs and replacement for both alternators and batteries to the 2002 ambulance.

Trustee Skyba asked if we are putting this money into it, will we get it back? Chief stated that we will not. Discussion. New ambulance is in service and is going well. Chief discussed the fuel tanks and maybe

changing one to gas, then having the villages come here to fuel up and share some of the costs.  
Discussion.

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 payment to 5 Alarm in the amount of \$2,515.00 for Hurst preventative maintenance and new 30 ft extension hose.

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 Fixed Energy Agreement with Direct Energy Business, LLC for a 12-month period at a rate of 0.07199 per kWh.

This will begin October 2019, but they will hold this price. Trustee Skyba stated this is a good price. Chief stated that it is locked in.

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 Skyba to approve fixed gas energy agreement with Santana Energy Services, for a 12-month period, at a rate of 0.3599 per therm.

Trustee Martell stated that the Attorney General wants to eliminate negotiating rates for consumers.

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 ratify the following purchases:



- American Express in the amount of \$2,155.65 for IMTA conference fee, Duct cleaning living quarters (split with 2% Fund), Open House Supplies.
- Emergency Vehicle Service Inc. in the amount of \$10,390.79 for Preventative Maintenance to Engine 101.
- Air One Equipment in the amount of \$1,689.25 for new bunker pants and bunker gear repair.
- Emergency Vehicle Service Inc. in the amount of \$1,189.79 for repairs to ambulance 106 rotor and wheel bearings.
- Trudoor in the amount of \$1,618.59 for Hose Tower Door.
- Fallen Movers in the amount of \$1,120.00 for moving expenses.

Trustee Skyba asked what Fallen Movers was, Chief explained and stated the tip was out of Petty Cash. Trustee Skyba asked if there are other places besides EVS. Chief explained that we went out and got better rates compared to Global. D/C Blondell stated that we need to spend money to keep our vehicles safe.

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 9:43 PM

Returned from Closed Session at 11:06 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.

Motion by Trustee Skyba and seconded by Trustee Kolaski to approve the Deputy Chief contract with David Blondell effective November 20, 2018, for 1 year.

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 Cichon to adjourn the meeting.

AYES: 6 NAY: 0 MOTION CARRIED

Meeting adjourned at 11:10 P.M.

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Andrew Skyba  
Secretary

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Robert Martell  
President