

**MINUTES OF THE REGULARLY SCHEDULED 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 18st day of April 2019 at 7:35 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; yes, Trustee Kolaski; yes,
Trustee Avino; yes, Trustee Cichon; yes,
Trustee Rybak; yes, Fire Chief/Administrator Vavra; yes,
Attorney Flaherty; yes.

Acknowledgement of Gina Poulos, Ridgewood High School Civics Class student, shadowing Trustee Frank Avino.

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 Avino 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

No comments from audience.

Motion by Trustee Rybak and seconded by Trustee Kolaski to approve the Rescheduled Board of Trustee Meeting Minutes held on March 18th, 2019.

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

AYES: 7 NAY: 0 MOTION CARRIED

Motion by Trustee Kolaski and seconded by Trustee Cichon to approve the Special Board of Trustee Meeting Minutes held on March 28th, 2019.

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

AYES: 7 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 March 18th, 2019.

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

AYES: 7 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 March 28th, 2019.

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

AYES: 7 NAY: 0

MOTION CARRIED

Motion by Trustee Martell and seconded by Trustee Romano to approve payment of all current disbursements in the amount of \$435,253.71.

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

AYES: 7 NAY: 0

MOTION CARRIED

TREASURER'S REPORT

Schedule of Assets
(Arising from Cash Transactions)
March 31, 2019

Assets

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

Byline Bank checking #4303503 (0.046%)	87,448.84
Byline Bank money market #4303498	1,625,116.13
Byline Bank ambulance billing money market #4304492 (0.295%)	278,346.63
Byline Bank-Medical #1003102	11,397.71
Byline Bank- FSA #9990034868	5,229.45
Total checking and money market accounts	<u>\$2,007,538.76</u>

Certificates of deposit (interest rate and maturity):

Belmont Bank (3.00%, 02/10/21)	658,992.31
Belmont Bank (2.30% 08/05/19)	131,663.77
Belmont Bank (2.35% 06/23/19)	447,752.52
Belmont Bank (3.00% 01/21/21)	548,648.18
Belmont Bank (2.30% 07/19/19)	<u>386,316.02</u>
Total certificates of deposit	<u>\$2,173,372.80</u>
Total checking, money market and certificates of deposit	<u>\$4,180,911.56</u>

Motion by Trustee Avino and seconded by Trustee Martell to approve the Treasurer’s report as presented from the Financial Statement for March 2019.

Discussion on the monthly forecast.

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

AYES: 7 NAY: 0 MOTION CARRIED

Chiefs’ Report:

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

Chief stated that call volume is status quo.

Met with the Building and Equipment Committee.

Discussed the Blow-up Safety House and additional information is in the report.

Meeting with Rosemont on Monday, due to change in leadership, the automatic aid agreement has not started.

There are a lot of projects going on and the firefighters have been very helpful.

Looking at ways to gain the 3 points needed for ISO to move us from a 3 to a 2.

Inspections were at 79 in March, we are ahead of where we need to be. Leigh is doing a great job.

Motion by Trustee Kolaski seconded by Trustee Rybak to approve the Chief’s report for March 2019.

AYES: 7 NAY: 0 MOTION CARRIED

President's Report: Trustee Martell stated that he is trying to make sure all things are set up. We only have a window left for the draw on the loan, he would like to have the office look at past project and draw to cover those costs.

Committee Reports:

Finance & Information Technology Committee- Trustee Romano stated that the committee agreed to move forward with the PSI contract.

Building and Equipment Committee- Trustee Cichon stated they met April 11th and talked about several items. On the agenda are the locks/security, bunker gear and smoke house. There will be continued discussion on the other items.

Policy Committee- Trustee Kolaski stated that Chapter 3 has been reviewed by the committee, Chief and attorney. We can always make changes if needed.

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

Human Capital Committee- Trustee Rybak stated that we are close to being ready to apply for MIH. Once accepted, we will start applying for grants and a possible fundraiser. Trustee Martell stated that we can pull numbers for low income and approach banks for additional funding through their community reinvestment act. Discussion.

Community Relations Committee-Trustee Avino stated there are 2 items on the agenda for approval. Open House needs to be added to the newsletter before it goes to print. We need to plan on how we are going to distribute the safety signs. Chief stated that Commander Peistrup ran a report on auto versus pedestrians, there were 195 in the last few years. We want to hit these target areas. Ideally, the signs will be displayed from May-November. Discussion.

Fire Commissioner & Pension Board Governance & Oversight Committee- Trustee Skyba stated there is a Pension meeting and hearing on May 6th and a Commissioner meeting June 20th.

Fire Commissioner Report- No report

Attorney Report- Attorney Flaherty stated that there is a Pension hearing on May 6th at 6pm regarding Nagrocki and the District intervening.

Attorney Flaherty reviewed the legislative updates.

Old Business:

Motion by Trustee Skyba and seconded by Trustee Martell to approve the Emergency Medical Services contract with Paramedic Services of Illinois beginning July 1, 2019 through June 30, 2022.

Cost of paramedic contract is as follows:

July 1, 2019 – June 30, 2020 \$976,308

July 1, 2020 – June 30, 2021 \$995,844

July 1, 2021 – June 30, 2022 \$1,015,764

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

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

Trustee Martell thanked Mary Field for the many years of service. Mary stated that she loves this town.

AYES: 7 NAY: 0 MOTION CARRIED

Motion by Trustee Skyba and seconded by Trustee Cichon to approve Air One -Athetix Brand at a cost of \$57,186 for 18 full sets of Bunker Fear per the specifications.

Trustee Martell stated that this is the highest bid. The other 2 bids are non-compliant to the specifications. Chief stated that this brand is state of the art. Our firefighters will have 2 sets of fire gear which will minimize their cancer risk. Discussion.

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

AYES: 7 NAY: 0 MOTION CARRIED

Motion by Trustee Martell and seconded by Trustee Kolaski to approve the modifications to Chapter 3 and the Investment Policy (Section G, sub-section j) of the Norwood Park Fire Protection District Board of Trustee Policy Manual.

Trustee Skyba asked if Chapter 3 is being approved as presented. Trustee Kolaski stated that it was.

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

AYES: 6 NAY: 1 MOTION CARRIED

New Business

Motion by Trustee Romano and seconded by Trustee Avino to approve the cost to print and distribute the Norwood Park Fire Protection District's Spring 2019 Newsletter, *The Size-Up*, Printing and distribution through FCL Graphics at a cost not to exceed \$7,000 (including postage).

Other printing company did not respond to bid request. Sending to printer Monday or Tuesday and it should be at the post office before the end of the month. Trustees request an email be sent once it is at the post office.

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

Trustee Rybak; yes.

AYES: 7 NAY: 0

MOTION CARRIED

Motion by Trustee Kolaski and seconded by Trustee Romano to approve changing the renewal date for the group Blue Cross Blue Shield policy to July 1, 2019 from December 1, 2019, pending Union assent.

This will allow the insurance policy to be inline with our budget.

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

AYES: 7 NAY: 0

MOTION CARRIED

Motion by Trustee Cichon and seconded by Trustee Martell to approve the installation of improved locks/security throughout the fire station from a vendor to be determined at a cost not to exceed \$15,000.

There will be a new master system which will increase security as well as making the door handles ADA compliant.

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

AYES: 7 NAY: 0

MOTION CARRIED

Motion by Trustee Cichon and seconded by Trustee Avino to approve the purchase of an inflatable "Smoke House" from a vendor to be determined at a cost not to exceed \$9,000.

Discussion on the use and age limit. Checking on if additional insurance is required.

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

AYES: 7 NAY: 0

MOTION CARRIED

Motion by Trustee Kolaski and seconded by Trustee Martell to approve Norwood Park Fire Protection District's 2018 Annual Report.

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

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

AYES: 7 NAY: 0

MOTION CARRIED

Motion by Trustee Rybak and seconded by Trustee Avino to ratify the following purchase:

-Triton College in the amount of \$2,250.00 for D/C Blondell's 3 classes and Commander Erlewein's 2 classes.

Trustee Skyba asked what classes. Chief explained that D/C Blondell's are towards his Associates Degree and Commander Erlewein's are Fire Science classes.

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

AYES: 7 NAY: 0

MOTION CARRIED

Motion by Trustee Martell and seconded by Trustee Cichon to approve Resolution #19-4, A Resolution Honoring Mark DeSalvo.

Trustee Skyba read the Resolution.

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

AYES: 7 NAY: 0

MOTION CARRIED

Motion by Trustee Skyba and seconded by Trustee Romano 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; yes, Trustee Kolaski; yes,
Trustee Avino; yes, Trustee Cichon; yes,
Trustee Rybak; yes.

AYES: 7 NAY: 0

MOTION CARRIED

Went in Closed Session at 8:40 PM

Returned from Closed Session at 9:56 PM, no decision made, no votes taken.

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

Trustee Romano; yes, Trustee Kolaski; yes,
Trustee Avino; yes, Trustee Cichon; yes,
Trustee Rybak; yes, Fire Chief/Administrator Vavra; yes
Attorney Flaherty; yes.

Motion by Trustee Romano and seconded by Trustee Martell to approve the salary increase of 1.9% for Chief Terrence Vavra per the contract, retroactive to February 13, 2019.

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

AYES: 6 NAY: 1 MOTION CARRIED

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

AYES: 7 NAY: 0 MOTION CARRIED

Meeting adjourned at 9:58 P.M.

Andrew Skyba
Secretary

Robert Martell
President