

**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 12th day of December 2019 at 7 : 00 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 Kolaski; yes, Trustee Avino; yes,
Trustee Cichon; yes, Trustee Rybak; yes, Trustee Santoro-Cotton; yes,
Chief Blondell; yes.

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 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.

Roll Call: Trustee Skyba; yes, Trustee Kolaski; yes, Trustee Avino; yes,
Trustee Cichon; yes, Trustee Rybak; yes, Trustee Santoro-Cotton; yes.
AYES: 6 NAY: 0 MOTION CARRIED

Swearing in of Firefighter Zachary Schullo

Motion by Trustee Santoro-Cotton and seconded by Trustee Skyba to go into Recess.
AYES: 6 NAY: 0 MOTION CARRIED

Recess at 7:03pm

Returned from recess at 7:20pm

Motion by Trustee Kolaski and seconded by Trustee Avino to approve the Regular Board of Trustee Meeting Minutes held November 14th, 2019.

Roll Call: Trustee Skyba; yes, Trustee Kolaski; yes, Trustee Avino; yes,
Trustee Cichon; yes, Trustee Rybak; yes, Trustee Santoro-Cotton; yes.
AYES: 6 NAY: 0 MOTION CARRIED

Motion by Trustee Santoro-Cotton and Seconded by Trustee Skyba to approve and keep closed the November 14th, 2019, Closed Session Meeting Minutes.

Roll Call: Trustee Skyba; yes, Trustee Kolaski; yes, Trustee Avino; yes,
Trustee Cichon; yes, Trustee Rybak; yes, Trustee Santoro-Cotton; yes.

AYES: 6 NAY: 0

MOTION CARRIED

TREASURER'S REPORT

Schedule of Assets
(Arising from Cash Transactions)
November 30, 2019

Assets

Checking and money market accounts:

Byline Bank checking #4303503	92,901.31
Byline Bank money market #4303498	379,092.91
Byline Bank ambulance billing money market #4304492	119,327.21
Byline Bank-Medical #1003102	3,195.09
Byline Bank- FSA #9990034868	1,127.64
Wintrust -MM #27766	281,950.81
Wintrust- Checking #9771	8,632.53
Wintrust- Ambulance #2671	647,968.98
Wintrust- Medical #0599	2,104.68
Wintrust- Donation #4129	4,719.18
Wintrust- FSA #0713	36.24
Total checking and money market accounts	<u>\$1,541,056.34</u>

Certificates of deposit (interest rate and maturity):

Belmont Bank (3.00%, 02/10/21)	668,862.24
Belmont Bank (2.30% 08/05/20)	133,987.96
Belmont Bank (2.50% 05/23/20)	450,382.12
Belmont Bank (3.00% 01/21/21)	556,884.65
Belmont Bank (2.50% 01/19/21)	<u>393,135.44</u>
Total certificates of deposit	<u>\$2,207,252.41</u>
Total checking, money market and certificates of deposit	<u>\$3,748,308.75</u>

Chief Blondell explained that we had about \$50,000 in additional expenditures. We have enough liquid money until property taxes begin to be received.

Trustee Kolaski asked about the Home Depot bill. Chief explained that the expenses are part of the approved \$10,000 for the bathrooms/female locker room remodel.

Roll Call: Trustee Skyba; yes, Trustee Kolaski; yes, Trustee Avino; yes,
Trustee Cichon; yes, Trustee Rybak; yes, Trustee Santoro-Cotton; yes.

AYES: 6 NAY: 0

MOTION CARRIED

Chiefs' Report:

Chief stated that all Trustees have received a written report.

The umbrella policy will have to wait to be increased until after the next budget.

At tonight's meeting, we need to decide the meeting dates and time for 2020 so they can be published in the paper.

We may need a Special Meeting to approve the audit. Chief will let the Board know.

The Mayors of both towns were invited over for lunch. It was very nice, no politics, just eating lunch with the firefighters and paramedics and talking.

The IGAs are on the agenda for both towns. This is the first phase for the District to approve them, once that happens, they will go to each Village for Board approval.

On December 16th there will be a Commissioners' Meeting. We should know by then if we have a new hire or if we will need to expedite the testing process to create an eligibility list.

The Christmas party was a great success, next year we have some other plans.

Trustee Kolaski as about the inspections report and how the start and finish time is just 8 seconds apart. Chief explained that the wireless network on the iPad has had some issues and that this is not the actual time frame of what the Fire Marshal is in the store.

Chief explained that there have been some places that we have been having issues with and Fire Marshal Leigh Unger is doing a great job. If anyone is interested, Leigh would be happy to have you shadow him.

Chief explained that the MM that needs to go on the Harwood Heights Water Tower has had the review completed and it is now in Harwood Heights' hands.

Motion by Trustee Avino seconded by Trustee Santoro-Cotton to approve the Chief's report for November 2019.

AYES: 6 NAY: 0 MOTION CARRIED

President's Report: Trustee Cichon stated that he is excited with what is going on in the District and for Chief Blondell to keep doing what you are doing. Wishes everyone a Happy Holiday!

Committee Reports:

Finance Committee- Nothing to report.

Building and Equipment Committee- Trustee Rybak stated that we are getting close to the end of the \$10,000 that was approved for the remodel. We will have to have another meeting in the near future. Trustee Cichon states that they need to meet for the new year and figure out the projects for 2020.

Chief explained that there was an Officers Meeting and generator maintenance was discussed. Lt. Curran is looking at places and the possibility of our firefighters being able to do the maintenance.

Cmdr. Koy is working on Grants. Chief will also be meeting with a grant writer in January.

Truck 104 is becoming very costly and we may have to look at changing our response with it.

A meeting will be scheduled soon.

Policy & Strategic Planning Committee- Trustee Kolaski stated there is nothing to report, will have a meeting next month.

Community Relations Committee-Trustee Avino stated there is nothing to report, will have a meeting soon.

Old Business:

None

New Business

Motion by Trustee Avino and seconded by Trustee Santoro-Cotton to adopt and approve Ordinance #19-7, an Ordinance adopting a Fire Prevention Code Prescribing Regulations Governing Conditions Hazardous to Life and Property from Fire or Explosions and Establishing a Bureau of Fire Prevention and Providing Officers Therefore and Defining their Powers and Duties.
(Correction to typo- Section 503.7 to read 80 feet).

Roll Call: Trustee Skyba; yes, Trustee Kolaski; yes, Trustee Avino; yes,
Trustee Cichon; yes, Trustee Rybak; yes, Trustee Santoro-Cotton; yes.
AYES: 6 NAY: 0 MOTION CARRIED

Motion by Trustee Skyba and seconded by Trustee Rybak to approve the Intergovernmental Fire Code Agreement between the Village of Harwood Heights and the Norwood Park Fire Protection District.

Roll Call: Trustee Skyba; yes, Trustee Kolaski; yes, Trustee Avino; yes,
Trustee Cichon; yes, Trustee Rybak; yes, Trustee Santoro-Cotton; yes.
AYES: 6 NAY: 0 MOTION CARRIED

Motion by Trustee Avino and seconded by Trustee Kolaski to approve the Intergovernmental Fire Code Agreement between the Village of Norridge and the Norwood Park Fire Protection District.

Roll Call: Trustee Skyba; yes, Trustee Kolaski; yes, Trustee Avino; yes,
Trustee Cichon; yes, Trustee Rybak; yes, Trustee Santoro-Cotton; yes.
AYES: 6 NAY: 0 MOTION CARRIED

Motion by Trustee Skyba and seconded by Trustee Santoro-Cotton to approve the Norwood Park Fire Protection District Board of Trustee meeting dates for 2020. Meetings will be the second Monday of the month, except for October, which will be the on October 19th. Meetings will be called to order at 6:30pm.

Roll Call: Trustee Skyba; yes, Trustee Kolaski; yes, Trustee Avino; yes,
Trustee Cichon; yes, Trustee Rybak; yes, Trustee Santoro-Cotton; yes.
AYES: 6 NAY: 0 MOTION CARRIED

Motion by Trustee Skyba and seconded by Trustee Santoro-Cotton to approve the Liability Insurance renewal with Corkill Insurance, effective January 1, 2020 through January 1, 2021, at an annual cost of \$39,979.00.

Roll Call: Trustee Skyba; yes, Trustee Kolaski; yes, Trustee Avino; yes,
Trustee Cichon; yes, Trustee Rybak; yes, Trustee Santoro-Cotton; yes.
AYES: 6 NAY: 0 MOTION CARRIED

Motion to appoint Freedom of Information Officers was tabled until after Closed Session.

Motion by Trustee Rybak and seconded by Trustee Skyba to approve the payment of \$2,778.95 to Broadview Fire Department for Firefighter Candidate Schullo's fire gear.

Roll Call: Trustee Skyba; yes, Trustee Kolaski; yes, Trustee Avino; yes,
Trustee Cichon; yes, Trustee Rybak; yes, Trustee Santoro-Cotton; yes.
AYES: 6 NAY: 0 MOTION CARRIED

Consent Agenda:

Motion by Trustee Rybak and seconded by Trustee Avino to approve the consent agenda and ratify the following purchases:

- Minutes of the Building and Equipment Committee dated 11-14-19.
- ROC's Plumbing**- in the amount of \$1,225.00 for lg bathroom & shower floor drain back up.
- Chase Card Serive**- in the amount of \$1,987.38 for speakers, stands, Triton classes for D/C Erlewein, training videos from Fire Engineering.
- Emergency Vehicle Services (EVS)**- in the amount of \$16,503.61 for #104 repairs: hydraulic lines, transmissions, power steering, fluids, filters.
- INSPE Associates**- in the amount of \$2,340.00 for No. Number 2831 Re: medical evaluation.

Chief explained the EVS charges.

Roll Call: Trustee Skyba; yes, Trustee Kolaski; yes, Trustee Avino; yes,
Trustee Cichon; yes, Trustee Rybak; yes, Trustee Santoro-Cotton; yes.
AYES: 6 NAY: 0 MOTION CARRIED

Motion by Trustee Rybak and seconded by Trustee Avino 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; and/or section 5 ILCS 120/2(c)(3) Selection of a person to fill a public office.

Roll Call: Trustee Skyba; yes, Trustee Kolaski; yes, Trustee Avino; yes,
Trustee Cichon; yes, Trustee Rybak; yes, Trustee Santoro-Cotton; yes.
AYES: 6 NAY: 0 MOTION CARRIED

Went into Closed Session at 7:55pm.

Returned from Closed Session at 9 : 31pm, no decisions made, no votes taken.

Roll Call: Trustee Skyba; yes, Trustee Kolaski; yes, Trustee Avino; yes,
Trustee Cichon; yes, Trustee Rybak; yes, Trustee Santoro-Cotton; yes
Chief Blondell; yes.

Motion by Trustee Avino and seconded by Trustee Santoro-Cotton to appoint Fire Chief David Blondell, Deputy Chief Erlewein, Administrative Assistant Cyndi Stec, and Fire Marshal Leigh Unger as the Norwood Park Fire Protection District Freedom of Information Officers (motion was amended to add Chief Blondell as FOIA Officer).

Roll Call: Trustee Skyba; yes, Trustee Kolaski; yes, Trustee Avino; yes,
Trustee Cichon; yes, Trustee Rybak; yes, Trustee Santoro-Cotton; yes.
AYES: 6 NAY: 0 MOTION CARRIED

Motion by Trustee Cichon and seconded by Trustee Santoro-Cotton to adjourn the meeting.

AYES: 6 NAY: 0 MOTION CARRIED

Meeting adjourned at 9:36pm .

Joanne Rybak
Secretary

Andrew Cichon
President