

**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 10th day of February 2020 at 6:30 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,
Trustee Evans; 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.

Senator Martwick spoke regarding the \$43.5 billion capital bond and how \$700 million is allowed for member initiatives. Chief stated that he was contacted by the Senator's office and has already sent a letter explaining the needs of the District. Discussion. Senator Martwick stated that where grants do not make sense, to please ask the public officials for help. He also stressed that when applying for grants to make his office aware, as well as other officials, so that they can advocate for the District and send letters of support. Discussion.

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

AYES: 7 NAY: 0 MOTION CARRIED

Motion by Trustee Kolaski and seconded by Trustee Avino approve the following minutes:

- 1- Regular Board of Trustee Meeting Minutes held on January 13, 2020.
- 2- Special Board of Trustee Meeting Minutes held on January 27, 2020.
- 3- Approve and keep closed the Closed Session Meeting Minutes from January 13, 2020.

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

AYES: 6 ABSTAIN: 1 NAY: 0 MOTION CARRIED

TREASURER'S REPORT

Schedule of Assets
(Arising from Cash Transactions)
January 31, 2020

Assets

Checking and money market accounts:

Byline Bank ambulance billing money market #4304492	22,110.82
Wintrust -MM #27766	190,314.61
Wintrust- Checking #9771	7,574.21
Wintrust- Ambulance #2671	580,206.16
Wintrust- Medical #0599	8,268.05
Wintrust- Donation #4129	6,558.97
Wintrust- FSA #0713	12,207.10

Total checking and money market accounts \$827,239.92

Certificates of deposit (interest rate and maturity):

Belmont Bank (3.00%, 02/10/21)	673,798.26
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)	560,884.65
Belmont Bank (2.50% 01/19/21)	<u>395,589.94</u>
Total certificates of deposit	<u>\$2,214,642.93</u>
Total checking, money market and certificates of deposit	<u>\$3,041,882.85</u>

Motion by Trustee Santoro-Cotton and seconded by Trustee Cichon to approve the January's accounts payable expenditures in the amount of \$431,109.49 and the Treasurer's Report as presented from the Financial Statement.

Chief Blondell explained the unusual and higher invoiced itemed. Tax money is starting to be received, we expect to receive 55% by mid-March.

Trustee Rybak asked about the 50% deposit to Bullis. Chief explained the security locks that we are having installed. Trustee Skyba asked why he hasn't seen it; it was explained that the Building and Equipment Committee reviewed it. Discussion.

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

AYES: 6 ABSTAIN 1 NAY: 0 MOTION CARRIED

Chiefs' Report:

Chief stated that all Trustees have received a written report.

Today the applications for entry level firefighter went live.

Mail has been an issue; we have gone a couple of days at times with no mail being received. Discussion.

Chief would like to set up a Finance Committee and Building & equipment Committee meeting as soon as possible.

The bay floor has substantial cracks, the company is coming out to evaluate it.

EVS asked to have a special meeting regarding our 2012 Pierce engine. They reported that there is substantial rusting on the frame, which is causing rust jacking, they included 40 pictures. Pierce will be having people come out to also evaluate the issue. We are told there was a class action lawsuit against Pierce for this issue which has been settle, but that Pierce has been working with departments when this comes up. We will have to wait and see what they say. EVS reports that we are a couple years away from having major issues with it. They are going to supply us with a quote to correct the issues. Discussion.

Trustee Skyba asked if the Building and Equipment Committee know these meetings are happening. It was explained that the meeting just happened today, and they are being kept informed. Trustee Skyba stated that we need to be proactive.

Chief has had discussions with Cyndi and the accountants regarding the loan. The loan is collateralized by our CDs which means we cannot use them. We feel it is in the best interest of the District to pay off the loan. Discussion.

Motion by Trustee Santoro-Cotton seconded by Trustee Evans to approve the Chief's report for January 2020.

AYES: 7 NAY: 0 MOTION CARRIED

President's Report: Trustee Cichon welcomed Trustee Evans and asked for the Trustees to please schedule committee meeting. The Committee appointments are as follows:

Finance Committee

Trustee Avino- Chair
Trustee Cichon
Trustee Rybak

Community Relations Committee

Trustee Santoro-Cotton-Chair
Trustee Avino
Trustee Rybak

**Policy & Strategic
Planning Committee**

Trustee Kolaski-Chair
Trustee Skyba
Trustee Evans

Building & Equipment Committee

Trustee Evans- Chair
Trustee Santoro-Cotton
Trustee Kolaski

**Pension Fund Board Member
& Commissioner Oversight**

Trustee Skyba

Committee Reports:

Finance Committee- Trustee Avino stated he will schedule a meeting.

Building and Equipment Committee- Trustee Rybak stated there has been a lot of discussion regarding the fire apparatus. There needs to be a meeting but need to have finance committee set to move forward.

Policy & Strategic Planning Committee- Trustee Kolaski stated they met on February 3, 2020. We will be updating the policy so it matches what is being done in the meeting. They put together a policy on Cannabis which the chief is forwarding to the attorney. Once we receive it back, we will have it on the agenda for the 1st reading.

Community Relations Committee-Trustee Avino stated that they met today and discussed the following topics: Social media (please like and share), Brick Paver program, Job posting, Chief and his regular communication with the mayors, mentorship at Union Ridge, Employee of the Month, Safety Signs, Annual Report, National Night Out, and Open House.

Old Business:

None

New Business

Motion by Trustee Skyba to table the election of officers until after Closed Session and failed to receive a second.

MOTION FAILED due to lack of second.

Election of Officers:

Trustee Avino nominated Trustee Cichon for President of the Board of Trustees.

Motion by Trustee Avino and seconded by Trustee Skyba to elect Trustee Cichon as President of the Norwood Park Fire Protection District Board of Trustees until the next general election.

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

AYES: 7 NAY: 0 MOTION CARRIED

Trustee Cichon nominated Trustee Rybak for Secretary of the Board of Trustees.

Motion by Trustee Santoro-Cotton and seconded by Trustee Skyba to elect Trustee Rybak as Secretary of the Norwood Park Fire Protection District Board of Trustees until the next general election.

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

AYES: 7 NAY: 0 MOTION CARRIED

Trustee Cichon nominated Trustee Avino for Treasurer of the Board of Trustees.

Motion by Trustee Santoro-Cotton and seconded by Trustee Cichon to elect Trustee Avino as Treasurer of the Norwood Park Fire Protection District Board of Trustees until the next general election.

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

AYES: 6 ABSTAIN 1 NAY: 0 MOTION CARRIED

Motion by Trustee Santoro-Cotton and seconded by Trustee Evans to adopt and approve Resolution #20-1, a Resolution confirming and declaring the election of District President Andrew Cichon, Secretary Joanne Rybak, and Treasurer Frank Avino until the next general election, commencing February 10, 2020.

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

AYES: 6 ABSTAIN 1 NAY: 0 MOTION CARRIED

Motion by Trustee Santoro-Cotton and seconded by Trustee Avino to approve the committee appointments as presented by the President.

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

AYES: 7 NAY: 0 MOTION CARRIED

Motion by Trustee Rybak and seconded by Trustee Santoro-Cotton to approve the payout of elective sick buyback to the following:

James Cotiguala 96 hours \$3,420.72

Leigh Unger 144 hours \$5,104.08

Total elective sick time buyback \$8,524.80

Trustee Rybak asked if there was a way to limit the amount of sick time bought back like corporations do. Chief explained that this is part of the CBA and would have to be negotiated.

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

AYES: 7 NAY: 0 MOTION CARRIED

Motion by Trustee Santoro-Cotton and seconded by Trustee Avino to approve the annual SCBA flow test on 22 packs and 10 additional masks at a cost not to exceed \$2,000 from Air One Equipment.

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

AYES: 7 NAY: 0 MOTION CARRIED

Motion by Trustee Cichon and seconded by Trustee Rybak to approve the purchase of 24 black leather executive chairs at a total cost not to exceed \$4,000 from National Office Interiors and Liquidators.

Chief explained that the chairs will be for the classroom and board room. Discussion.

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

AYES: 7 NAY: 0 MOTION CARRIED

Motion by Trustee Skyba and seconded by Trustee Rybak to approve the payment of \$553.06 to the 2% Foreign Fire Insurance Board, bringing the total to \$29,811.16.

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

AYES: 7 NAY: 0 MOTION CARRIED

Motion by Trustee Avino and seconded by Trustee Evans to approve the destruction of Closed Session Minute recordings from August 2017 up to and including July 2018.

Discussion.

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

AYES: 7 NAY: 0 MOTION CARRIED

Consent Agenda:

Motion by Trustee Cichon and seconded by Trustee Kolaski to approve the consent agenda and ratify the following purchases:

- Motion to approve the minutes of the Policy Committee dated February 3, 2020.
- **Northern Illinois Alliance of Fire Protection District**- in the amount of \$1,440.00 for Trustee Conference.

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

AYES: 7 NAY: 0 MOTION CARRIED

Motion by Trustee Rybak and seconded by Trustee Evans 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 Review of Closed Session Minutes).

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

AYES: 7 NAY: 0 MOTION CARRIED

Went into Closed Session at 7:35pm.

Chief Blondell asked to leave Closed Session at 7:50pm.

Returned from Closed Session at 8:01pm, 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
Trustee Evans; yes, Chief Blondell; no.

Motion by Trustee Avino and seconded by Trustee Kolaski to approve the release of Closed Session Minutes from August 2017 up to and including July 2018.

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

AYES: 7 NAY: 0 MOTION CARRIED

Motion by Trustee Skyba and seconded by Trustee Evans to adjourn the meeting.

AYES: 7 NAY: 0 MOTION CARRIED

Meeting adjourned at 8:05pm.

Joanne Rybak
Secretary

Andrew Cichon
President