

**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 via Zoom Cloud Meeting ID #820 1643 3081 Password #004555 on the 11<sup>th</sup> day of May 2020 at 6:30 P.M.

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.

Also present Cyndi Stec and Jeff Peistrup.

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

A motion was made by Trustee Kolaski and seconded by Trustee Skyba 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,  
Trustee Evans; absent.

AYES: 6 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 March 9, 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:7 NAY: 0 MOTION CARRIED

**TREASURER'S REPORT**

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

Assets

**Checking and money market accounts:**

Byline Bank ambulance billing money market #4304492	68,094.48
Wintrust -MM #27766	1,894,957.90
Wintrust- Checking #9771	9,531.58
Wintrust- Ambulance #2671	315,815.15
Wintrust- Medical #0599	9,823.39
Wintrust- Donation #4129	6,925.19

Wintrust- FSA #0713	10,889.50
Total checking and money market accounts	<u>\$2,316,037.19</u>

**Certificates of deposit (interest rate and maturity):**

Belmont Bank (3.00%, 02/10/21)	678,770.71
Belmont Bank (2.30% 08/05/20)	134,824.50
Belmont Bank (2.50% 05/23/20)	450,382.12
Belmont Bank (3.00% 01/21/21)	565,069.31
Belmont Bank (2.50% 01/19/21)	<u>395,589.94</u>
Total certificates of deposit	<u>\$2,224,636.58</u>
Total checking, money market and certificates of deposit	<u>\$4,540,673.77</u>

Schedule of Assets  
(Arising from Cash Transactions)  
April 30, 2020

Assets

**Checking and money market accounts:**

Byline Bank ambulance billing money market #4304492	98,043.76
Wintrust -MM #27766	1,631,507.81
Wintrust- Checking #9771	9,884.49
Wintrust- Ambulance #2671	376,253.33
Wintrust- Medical #0599	8,597.67
Wintrust- Donation #4129	4,769.64
Wintrust- FSA #0713	9,770.00

Total checking and money market accounts	<u>\$2,138,826.70</u>
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**Certificates of deposit (interest rate and maturity):**

Belmont Bank (3.00%, 02/10/21)	678,770.71
Belmont Bank (2.30% 08/05/20)	134,824.50
Belmont Bank (2.50% 05/23/20)	450,382.12
Belmont Bank (3.00% 01/21/21)	565,069.31
Belmont Bank (2.50% 01/19/21)	<u>398,032.92</u>
Total certificates of deposit	<u>\$2,227,079.56</u>
Total checking, money market and certificates of deposit	<u>\$4,365,903.26</u>

Motion by Trustee Santoro-Cotton and seconded by Trustee Rybak to approve the March's accounts payable expenditures in the amount of \$398,915.47, April's accounts payable expenditures in the amount of \$387,711.85 and the Treasurer's Report as presented from the Financial Statements for March and April.

Trustee Avino explained that there are two months of financials to approve since we did not have a board meeting last month.

Trustee Kolaski asked about 2 large check amounts. Chief explained that they were medical reimbursements. Discussion. Question also regarding the brick donation account.

Chief asked if they have specific questions, to please ask prior to the meeting so it can be researched and discussed at the meeting.

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

**Chiefs' Report:**

Chief stated that all Trustees have received a written report.

Chief stated that Red Shift has been down 1 firefighter. IOS has pushed the test back due to Covid-19. They are now going to do on-line testing, about 80 applicants a day. We have over 150 individuals who applied to take our entry test. This should help with finding qualified people. Testing online is going to increase the cost for testing by \$15 per person or about \$2,000 additional. Some of the cost is covered by the applicant. Written test will be early June, followed by oral interviews by early to mid-June. Oral interviews may be conducted via Zoom.

Trustee Skyba asked about the rules and qualifications that changed. Discussion. He also asked if the Chief knows more information about the applicants. Chief stated that the Applicants are in a grace period turning in paperwork with IOS.

The Fire Prevention Bureau has reopened, and Leigh is doing what is necessary to keep the Villages moving forward with new businesses. Leigh has been doing things on his own time and through Facetime to make it work.

Trustee Skyba asked why the bureau was shut down. Chief said due to Covid and limiting exposure to personnel.

Commander Koy, Commander Peistrup and Cyndi have been working on the application for the SAFER grant. If awarded, it would pay for 3 firefighters for up to 3 years.

Trustee Skyba said "it is great that the grant is being written but what happened to the grant writer?" Chief explained that the board had him fire the grant writer last year.

Trustee Avino stated that Senator Marwick is working on a grant for \$100,000 for Heart-tone alarm and if we do not receive it, we will have to figure something out else.

Chief stated that Commander Peistrup, Commander Koy, and Cyndi have been checking with each other and other entities about different grant opportunities, much of this is done on their own time.

Trustee Cichon states this is wonderful and shows how they care.

Chief explained how Chief Vavra proposed, at one time, purchasing fire gear all at once. Commander Koszczuk reevaluated this and has paced out the purchasing of gear.

Commissioner Nick Fabian's term is up, he has expressed interest in continuing that roll. Some credit cards are receiving late fees, this is due to mail being an issue and us not receiving statements in time.

Due to having a closed campus we do not allow deliveries to be made inside the building. Packages are left on the table outside under the surveillance camera and they ring the bell.

Chief stated that there have been some awesome committee meetings.

Chief acknowledged Lt. Davila's dedication to maintaining vehicles at a reduced cost. Just this week he replaced a \$200 part that would be upwards of \$2000 for parts and labor through service dealer.

We currently are changing vendors for our equipment maintenance. We unfortunately caught our current vendor in a lie which caused some damage to our equipment and we can no longer trust them. Discussion.

Discussed with the Building and Equipment Committee the rust work on the engine and it is on the agenda for approval. The cost is \$46,000 and Attorney Flaherty said since they are doing a special price, Pierce is our best bet. The warranty on the exterior is 4 years and rusting have the 50-year original warranty and 1-year warranty on anything that is touched to correct this problem. Trustee Skyba wanted to know if Pierce is admitting fault with the rust issues. Chief stated that there are lawsuits out there, but departments have not been able to win. The normal cost for this type of job is \$70,000-\$80,000. Chief states they are currently about a year out to be able to fix it and the down time will be about 6 months. We have some time to make contingency plans.

Update on Covid operations. All staff have had the antibody testing. We have had no exposures/infections. This is rare in our division.

Deputy Chief Erlewein and Commander Peistrup have been working hard to make sure we have reserve PPE. Currently there is a gown shortage, but that is being worked on. They are doing a great job.

We are being told by IDPH and County that we are in the middle of the peak and should be dropping soon.

Trustee Skyba asked how many Covid calls we have had and how many positive patients. Chief stated that he does not have that number. We respond to several calls a day for "sick" and many psychological emergencies. If you do not need to go to the hospital, we encourage the patient not to go to decrease their chance of exposure. The state has a number of positive, but that does not include the number of people sheltering in place. You cannot quantify it. Nursing Homes have positive cases and you can have no symptoms and be positive.

Trustee Skyba asked what is many?

Chief stated that he is not trying to hide anything. We have had many that are transported that have Covid like symptoms. We treat every patient as a possible Covid patient.

Trustee Rybak stated that the nurses used to tell the medics if a patient was positive or not, they are unable to do this now. IPDH is a week behind on data as well.

Trustee Skyba stated he wants the number of Covid calls.

Discussion.

Chief stated that we do not know who test positive and we treat everyone as if they are positive to protect our personnel.

We have been holding weekly officer meetings and occasionally check in on calls. We were able to downgrade our PPE according to IDPH, but the crews did not want to.

Trustee Skyba asked what meetings are being attended. Chief explained that he and his administrators have attended almost all meetings by Zoom: Division Chiefs, Community Leaders, Governor, Medical Director, IDPH, Lauterbach and Amen, Mayors, Police Chiefs, Schools, and Officers.

Trustee Avino thanked Chief Blondell and the crews for keeping everyone safe.

Trustee Rybak stated to keep up the good work.

Trustee Santoro-Cotton said thank you and stay safe

Trustee Evans said thank you.

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

AYES: 6 NAY: 0 MOTION CARRIED

**President's Report:** Trustee Cichon stated that he is proud of how Chief Blondell is running the firehouse. Thank you for making the Zoom meetings and hopefully it will soon be business as usual.

#### **Committee Reports:**

Finance Committee- Trustee Avino stated there was a meeting April 9<sup>th</sup> and on May 6<sup>th</sup>. Met with Steve from Lauterbach and Amen, discussed month to month, CD, energy broker, loan payoff, and dental/medical renewal.

Trustee Rybak stated that he should discuss how the Dental and Medical insurance was shopped around by One Digital. There were other options but were not realistic during the CBA and some companies refused to give quotes.

Jeff Peistrup stated the Union is okay with the changes and increase to Co-pays.

The Dental policy, Guardian is the only one with the rollover provision.

It is the recommendation of the Finance Committee to move forward with the renewal. Medical is 2.4% increase for the year.

Building and Equipment Committee- Trustee Evans stated there was a meeting on May 6, 2020. They discussed the rust issue and recommend moving forward.

Will need to discuss replacing all the windows at the firehouse and the alarm system (Hearttones).

Chief stated the 2% Fund has matched the \$10,000 that was approved for building improvements. They will begin working in the bunk room.

Trustee Cichon asked if it would be possible for the firefighters to do the windows? Discussion.

Trustee Evans stated that there should be a discussion for an award (monetary or other) for Lt. Davila for all the work he is doing. Chief stated that we can investigate a mechanic stipend.

Policy & Strategic Planning Committee- Trustee Kolaski stated there is nothing to report. Holding off on drug policy. The agenda section needs to have the verbiage looked at. Compare agendas with other Districts.

Trustee Skyba asked if looking ahead there will be all new policies?

Trustee Kolaski stated we are covered with sanctions by the Governor.

Trustee Skyba stated maybe with how a department approaches problems, will have to see if there is anything outstanding.

Trustee Kolaski wanted to commend the 1<sup>st</sup> responders and members of the board.  
Chief thanked Trustee Kolaski for the card and it was shared with the personnel.  
Trustee Cichon hopes next month we can all be together in one room.

Community Relations Committee-Trustee Santoro-Cotton stated that there is currently nothing to report.

Pension Fund Member & Commissioner Oversight- Trustee Skyba stated he was not at the meeting. Jeff Peistrup stated the meeting via Zoom lasted 15 minutes. There were 4-5 emails prior to the meeting. Trustee Skyba said he was sorry he missed the meeting and he is sure the market took a beating. He spoke with Commission Fabian and that he would like to have a Zoom meeting with the commissioners.  
He thanked the Chief for keeping our men safe and well trained.

**Old Business:**  
None

**New Business**

Motion by Trustee Avino and seconded by Trustee Evans to approve the renewal from Blue Cross Blue Shield health insurance Choice Options/PPO policy G506OPT, effective July 1, 2020 through June 30, 2021.

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 Cichon to approve the dental renewal with Guardian PPO Policy, effective July 1, 2020 through June 30, 2021.

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 Avino to approve Lauterbach and Amen, LLP to provide monthly accounting assistance to the Norwood Park Fire Protection District for fiscal year ended June 30, 2021 at a cost of \$1,150 per month and year-end audit support for fiscal year June 30, 2021 at a cost of \$1,130.

Trustee Skyba asked what they did. Chief explained that they are an industry leader and respond quickly to any questions that we have. Steve is our accountant that comes to the station monthly, reconciles the accounts and prepares the financial report. He also attended a Zoom meeting with the Finance Committee and recommends paying off the loan.

Chief confirmed with Attorney Flaherty that you do not have to go out to bid for this service.

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 Santoro-Cotton to approve the following transfers:  
\$15,000 from Ambulance MIH-7g to Corporate 7g  
\$15,000 from Ambulance MIH 7g to Ambulance 7g

Trustee Skyba asked what the purpose of this transfer is for. Chief explained that 7g is running great and collecting revenue. We are several months shy of keeping the program going. To continue to keep the bureau open for a full year, we will need to budget more.

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 Santoro-Cotton to approve the reappointment of Nick Fabian as Fire Commissioner of the Norwood Park Fire Protection District for a three-year term, from June 1, 2020 to May 31, 2023.

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 Evans to approve the exterior rust proofing on Engine 101, through Chandler Services, Inc. at a cost of \$13,300.34.

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 Evans and seconded by Trustee Santoro-Cotton to approve the corrosion repair for Engine 101, through Pierce, at their agreed amount cost of \$34,920.00.

Chief explained that this amount is a reduced cost by Pierce who admits no fault.

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 Avino to approve the following:

-Payment to Emergency Vehicle Services in the amount of \$6,936.26 for repairs to Engine 101 (wiring issues, switches, radiator, window).

-Payment to Adams Brothers Garage Door in the amount of \$1,610.00 for Bay Door \$1 repair.

-Payment to Cyndi Stec in the amount of \$3,191.90 for reimbursement of classes.

Chief explained the repair to bay door.

#### Consent Agenda

Motion by Trustee Kolaski and seconded by Trustee Evans to approve the consent agenda and ratify the following purchase:

- Motion to approve the minutes of the Building and Equipment Committee meeting dated March 4, 2020.

- Motion to approve the minutes of the Finance Committee meeting dated April 9, 2020.
- Emergency Vehicle Service**- in the amount of \$3,592.88 for Engine 101 removal of front axle and replacement of bushings.
- Emergency Vehicle Service**- in the amount of \$7,001.06 for Engine 101 brakes and drum, Engine 102 alternator.
- American Express**- in the amount of \$2,551.21 for Infant/adult airway trainer, infant CPR manikins, fit test kit, thermometer, shoes, hand soap.
- MacQueen Emergency**- in the amount of \$1,360.52 for Engine 101 tank sensor, Engine 102 valve and gauge, and Truck 104 for gauge.
- Chase Card**- in the amount of \$2,669.56 for Truck 104 repair, legal posters, FB ad, Car seat recert, Fred Pryor, Flowers.
- Emergency Reporting**- in the amount of \$3,732.00 for annual NIFRS and Inspection reporting.
- Emergency Vehicle Services**- in the amount of \$2,997.76 for Engine 101 tow, Engine 104 switch and pump, Command 111 outlet.
- MABAS XX**- in the amount of \$6,000 for annual dues.
- MacQueen Emergency**- in the amount of \$2,122.18 for Engine 102 fuel gauge and label, Truck 104 gauge and transducer, Engine 101 flange and spring.
- NIPSTA**- in the amount of \$1,725.00 for Simon Christensen's Fire Investigator Class.

Corrections made to date and spelling on Building and Equipment Committee minutes.  
Chief explained what Emergency Reporting was and what Fire Investigator Class involves.

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

Chief made the board aware that retired firefighter's Robert Striedl and retired Shift Commander Robert Kubala died. Also mentioned was the passing of Donald McCormick who was a past Trustee.

Trustee Avino asked regarding processions. Chief stated that we were in communication with family and ceremonies were private for our retired firefighters. It is difficult to determine if we will have enough staff to take part of a procession and to hire back would be a cost. We would have to determine who qualifies for our equipment being involved in a procession. Discussion.

Chief mentioned that we have a CD maturing in May, he will need to know the pleasure of the board if we are going to renew or pay off loan.

Trustee Cichon stated that they will need to have a Finance Committee meeting soon and can have a recommendation to the board.

Trustee Skyba stated that he would like this to be a meeting of the whole.

Trustee Cichon states that we need to trust committees that we have in place. They meet and then report back to the board. The Finance Committee has also met with the accountant and are working through this. Things need to be navigated through committees.

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



AYES: 7 NAY: 0            MOTION CARRIED

Meeting adjourned at 9:20pm.

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Joanne Rybak  
Secretary

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Andrew Cichon  
President