

**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 14th day of September 2020 at 6:30 P.M. at 7447 W. Lawrence Ave., Harwood Heights, IL 60706.

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 Avino 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,
Trustee Evans; yes.

AYES: 7 NAY: 0 MOTION CARRIED

Motion by Trustee Santoro-Cotton and seconded by Trustee Evans approve the following minutes:

- 1- Adopt the Regular Board of Trustee Meeting Minutes held via Zoom on August 10, 2020.

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

TREASURER'S REPORT

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

Assets

Checking and money market accounts:

Byline Bank ambulance billing money market #4304492	126,385.14
Wintrust -MM #27766	1,578,415.06
Wintrust- Checking #9771	9,887.05
Wintrust- Ambulance #2671	572,418.81
Wintrust- Medical #0599	4,520.12

Wintrust- Donation #4129	653.61
Wintrust- FSA #0713	2,957.42
Total checking and money market accounts	<u>\$2,295,237.21</u>

Certificates of deposit (interest rate and maturity):

Belmont Bank (3.00%, 02/10/21)	683,834.90
Belmont Bank (3.00% 01/21/21)	573,440.19
Belmont Bank (2.50% 01/19/21)	<u>400,490.99</u>
Total certificates of deposit	<u>\$1,657,766.08</u>
Total checking, money market and certificates of deposit	<u>\$3,953,003.29</u>

Motion by Trustee Santoro-Cotton and seconded by Trustee Skyba to approve the August's accounts payable expenditures in the amount of \$1,094,977.34 and the Treasurer's Report as presented from the Financial Statements for August 2020.

Trustee Avino stated that the loan payoff was included in this month's expenditures. Trustee Skyba asked what the projection for property tax is. Chief explained that many taxes are held in escrow, we do not anticipate an issue.

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 the 9/11 ceremony was a success, we moved it inside due to weather. Norridge and Harwood Heights had their Honor Guard in attendance. There are pictures on Facebook.

Calls are steady, have not seen serious Covid related calls, but there are calls with "flu like symptoms". We had a couple positive Covid-19 employees and family members. IDPH guidelines are if they are non-symptomatic, you are off for 10 days. No additional testing is needed, but a doctor's release.

\$150,000 has been approved by the Illinois General Assembly and is in their annual budget for Norwood Park Fire Department.

Cook County Covid relief we will receive about \$25,000.

GEMT- procured about \$27,000 in additional income.

There are some discrepancies on the Federal relief which we are currently looking at about \$16,000. We will involve Attorney Flaherty and make sure we are receiving all we should.

We will need to reclassify our ambulance billing rates to match the Cost Report for GEMT.

Trustee Rybak asked about the District's call volume. Chief stated that we are 150 less than last year but are still on pace to having our second highest call volume.

Met with the Finance Committee and Building & Equipment Committees prior to this meeting.

Discussed MCD contract and electric at the Finance Committee.

Safety Town is canceled this year at the HIP. They have hired a company to film and make it virtual. The company will be coming to the firehouse to film what we normally do at the HIP. There will be kids to go through the safety house and perform stop, drop, and roll. Commander Koy is the point person.

We will need to make a move on Truck 104 soon. In January, the cost increases by 4%. The truck costs about \$1.4 million through Pierce/MacQueen. Our current truck is 27 years old and looks great on the outside but is a mess on the inside and is on its last leg. It currently has a value of \$25,000. Will meet with the Building & Equipment Committee again and then Finance Committee. If we finance for 10 years, the payment would be about \$14,000/month which was close to the loan payment which we no longer have.

Trustee Skyba asked about the different amounts for MCD. Chief explained the difference between being a client and a member. With the higher costs we would have ½ the voting rights and equipment would belong to MCD. We are going to be receiving a grant for radios which now they belong to us. We will re-evaluate in 2-3 years. MCD had good dispatchers. Spoke with Attorney Flaherty and he stated that we do not have a legal obligation to go out to bid due to the specialized equipment we have with MCD. MCD is drawing up a legal contract, we will have Attorney Flaherty review it and then bring it to the board.

We have been having weekly officer meetings due to Covid-19, we will be submitting to FEMA to be reimbursed for the OT.

We met with Cindy Brennan and Ginny Logan from Resurrection about the flu shot program this year. We have ordered 450 vaccines and should be able to get more if needed. The drive-thru shots will be on October 8th, 9th, and 10th from 9am-1pm. Commander Peistrup will be going with Ginny Logan to the homebound on October 13th.

Dr. Hassard is very happy that Norwood Park is doing this and that paramedics can administer the vaccine.

We will have an express line for individuals that have the form completed and no issues. Our Boot Day was a trial for this, and we have a good game plan.

Chief spoke to both mayors and will be doing a robocall to help inform the residents.

Harwood Heights Police Department will be responsible for the traffic on Lawrence.

The residents will remain in their vehicle if possible, our employees and the nurses will be the people at risk but will be wearing the proper PPE. We are going to order pens and anyone who needs to complete paperwork will keep the pen. Trustee Evans stated she has pens and will drop them off.

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

AYES: 7 NAY: 0 MOTION CARRIED

President's Report: Trustee Cichon states he had nothing to report. We need a game plan for the truck, and it is always on his mind. Keep up the good work and stay safe.

Committee Reports:

Finance Committee- Trustee Avino stated they met and are recommending we remain a client with MCD, we cannot justify the extra money to become a member. We will continue to pay for our own equipment for the base radios.

On the agenda is a motion for electric with Direct Energy. We will not be doing anything for gas since they are at rock bottom prices.

The truck is going to be the biggest item coming up.

Building and Equipment Committee- Trustee Evans stated they met and discussed the 3 truck options. They will narrow it down before coming to the whole board, they want the opinion of the firefighters. Chief explained that there is a need for 2 squads (#108 & #111). There are only 2 options through the co-op. Once the money is approved, they will figure out which is the best option, there is a 3 month wait on delivery.

These will replace the 2010 Tahoe that is currently #108 and the 2012 Chevy Impala that is currently #109. One of the new vehicles will be the Command Car, the Command Car will then become #109.

The Deputy Chief will know if we should trade in or sell the vehicles.

We need to keep a rotation going so all vehicles do not need to be replaced at once. We have 2 ambulances that were reboxed in 2018 and an ambulance that is from 2015.

We will need an engine and cannot do both, at some point we will need a referendum, we cannot keep kicking the can. We are having \$20,000 annually in repairs on our best engine. Lieutenant Davila is working on equipment and saving us thousands of dollars, he is also researching ways to save money on where the engines go for repairs.

Windows will need to be replaced in the next couple of years.

We need to keep our fleet as young as possible

Trustee Evans stated that there will be a vote on the truck by the end of the year.

Policy & Strategic Planning Committee- Trustee Kolaski stated that everyone has been issued an USB drive with the policies and contracts on them. The page numbers have also been updated so they coincide with what page you may want to print. When you leave office, you will need to return the USB. If there are changes, they will be updated and the card in front will show the amended dates.

Community Relations Committee-Trustee Santoro-Cotton stated the Chief covered everything in his report. There will not be a Christmas party this year due to Covid-19.

Trustee Skyba asked if there are going to be breast cancer t shirts to sell. Chief stated this is time consuming to try and run a fundraiser and that we will not this year.

Pension Fund Member & Commissioner Oversight- Trustee Skyba stated that there is a meeting next month and classes are coming up.

There is Continuing Education coming up for trustee training, we will email you the information.

Old Business:

None

New Business

Motion by Trustee Skyba and seconded by Trustee Santoro-Cotton to approve Fixed Energy Agreement with Direct Energy Business, LLC for a 36-month period at a rate of 0.07099 per kWh.

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 purchase of 2 squads (to replace #108 and #111) at a cost not to exceed \$45,000 each. Purchase made through the Suburban Purchase Cooperative (SPC).

Chief explained that the price is just for the vehicles. Command Vehicle will have lights, sirens, and decals added. They will try and reuse radios and lights if they are able.

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 Santoro-Cotton and seconded by Trustee Evans to approve the consent agenda:

- approve minutes of the Building and Equipment Committee Meeting held on August 26, 2020.
- approve minutes of the Finance Committee Meeting held on August 26, 2020.
- payment to Target Solutions in the total amount of \$6,556.52. \$3,384.12 for annual maintenance and training platform, \$3,172.40 for Check It platform.

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 adjourn the meeting.

AYES: 7 NAY: 0 MOTION CARRIED

Meeting adjourned at 7:46pm.

Joanne Rybak
Secretary

Andrew Cichon
President