

**MINUTES OF THE REGULARLY SCHEDULED MEETING
OF THE BOARD OF TRUSTEES
NORWOOD PARK FIRE PROTECTION DISTRICT
7447 W. LAWRENCE AVE.
HARWOOD HEIGHTS, IL 60706**

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 8th day of March 2021 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; yes,
Trustee Evans; yes, Chief Blondell; yes.

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

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

- 1- Approve the Regular Board of Trustee Meeting Minutes held on February 8, 2021.

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

AYES:7 NAY: 0 MOTION CARRIED

TREASURER'S REPORT

Schedule of Assets
(Arising from Cash Transactions)
February 28, 2021

Assets

Checking and money market accounts:

Byline Bank ambulance billing money market #4304492	205,099.30
Wintrust -MM #2776	398,712.27
Wintrust- Checking #9771	9,786.57
Wintrust- Ambulance #2671	561,995.90
Wintrust- Medical #0599	1,073.25

Wintrust- Donation #4129	928.90
Wintrust- FSA #0713	2,669.59
Total checking and money market accounts	<u>\$1,180,265.83</u>

Certificates of deposit (interest rate and maturity):

Belmont Bank (3.00%, 02/10/21)	697,510.54
Belmont Bank (3.00% 01/21/21)	580,797.82
Belmont Bank (2.50% 01/19/21)	<u>405,507.45</u>
Total certificates of deposit	<u>\$1,683,815.81</u>
Total checking, money market and certificates of deposit	<u>\$2,864,081.64</u>

Motion by Trustee Cichon and seconded by Trustee Avino to approve the February’s accounts payable expenditures in the amount of \$528,302.01 and the Treasurer’s Report as presented from the Financial Statements for February 2021.

Trustee Avino stated there were a couple of large payments which caused our monthly expenditures to be higher.

We are starting to receive property tax money. Trustee Evans stated there is no penalty for paying late.

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

AYES: 7 NAY: 0 MOTION CARRIED

Chiefs’ Report:

Chief stated he hopes all is well and that all Trustees have received a written report.

Chief congratulated Trustee Avino on his primary election win for the Village of Norridge.

The current COVID rate is 2.3% and in the region 2.8%. The area hospitals have a low rate of COVID positive patients and have very few intubated.

Call volume for the District is as high as ever, people are starting to go to hospital for other medical issues.

MABAS is meeting with Commissioner Pete Silvestri tomorrow regarding COVID vaccine distribution. Chief has made it clear that Norwood Park would like to be involved in vaccinating our residents. The Johnson & Johnson single vaccine dose we could administer. We have applied and been approved by the hospital and state, just need to see if we can receive the vaccine to administer. If we were approved to receive the vaccine, we would have to have a special meeting to discuss expenses.

We are receiving many questions about where to receive the COVID vaccine. The United Center is now only for Chicago residents. Triton is accepting suburban residents as are some other locations. Discussion.

There are two Resolutions for surplus vehicles. They have both been appraised.

The new squads are here and are being outfitted with radios and lights.

The cabinet that goes into the Command Vehicle was built by Firefighter Mark Blondell with the help of some others. A new cabinet would cost about \$3,000, it was able to be build this for about \$1,400. Very grateful to the men that worked on this project.

Chief explained the use.

A group of firefighters went to meet with Pierce on new Tower 103, they had to spec over 1,000 items which is time consuming and takes a couple days. They were able complete this and remain within the approved budget. There were pictures displayed of what the Tower will look like.

Chief emailed Attorney Flaherty an agreement with Schiller Park Fire Department regarding ambulance billing on mutual aid calls. They will bill at our rates when they respond here and not balance bill our residents. We will do the same for them. Our attorney will make sure we are protected, and we will have the IGA on our agenda soon.

Trustee Rybak stated that she spoke with Mr. Lupo from Norwood Park Township and they would help offset the cost if we were able to administer the vaccine.

Discussion on homebound resident currently being an issue to get vaccinated.

Chief stated that currently, the homebound need to speak with their doctor.

Chief stated to set up a vaccination location we would need certain guarantees such as the number of vaccines we would receive. We also would have to see if people receiving the vaccine need to stay for a while to make sure there is no reaction, if this is the case, we will need to find a different location to do this. Discussion.

Motion by Trustee Evans seconded by Trustee Kolaski to approve the Chief's report for March 2021.

AYES: 7 NAY: 0 MOTION CARRIED

President's Report: Trustee Cichon stated they had a kickoff meeting with the CBA Committee where they familiarized themselves with past agreements. Dates will be given to the union to see what they are asking for.

Happy Women's Day

Committee Reports:

Finance Committee- Trustee Avino stated there was nothing to report.

Building and Equipment Committee- Trustee Evans stated that she came in to see the bunk room progress and it is moving along.

Policy & Strategic Planning Committee- Trustee Kolaski stated that Illinois has 828 Fire Protection Districts, he called 7 by random and spoke to their Chief or Finance Officer. Most Districts have 3-5 trustees on their boards. One of the 7 have a Chief as signor. There was a Chief that said they did not want the responsibility. Trustee Kolaski would like to hold the vote and pull it from the agenda.

Trustee Kolaski stated that we need to go through and update the policy. The USB drive has the correct copy. Organizational Chart does not match policy.

Community Relations Committee-Trustee Santoro stated that she spoke with the Chief last week and by June 1st they will decide if there is going to be an Open House this year. Chief spoke with Mary Field and there is going to be a cap of \$8,000 for flu vaccinations. We will have to discuss if the board wants to pick up the additional costs or if we stop when we reach \$8,000.

Trustee Rybak asked if we could do a reservation system for Open House, Trustee Santoro stated that we will bring it back to the table when we are closer to the date.

Chief stated that for the flu vaccination, we are the only Illinois Department that did a drive thru and where paramedics gave the vaccine.

Trustee Rybak mentioned that the Senior Assistance Center is holding a corn beef drive thru.

Pension Fund Member & Commissioner Oversight- Trustee Skyba stated he is having trouble scheduling a meeting with the commissioners. Trustee Skyba asked Pension President Peistrup if there was anything new with the Pension Fund, he said no.

Trustee Rybak asked if the commissioner who term is expiring is still interested. Chief will find out.

Old Business:

None

New Business

Motion by Trustee Santoro and seconded by Trustee Evans to approve Resolution 21-1, A Resolution authorizing the sale of surplus vehicles (2012 Chevy Impala).

Chief stated that Deputy Chief Erlewein went and got the vehicle appraised. Asian Motors Inc. will pay \$3,200 as-is.

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

AYES: 7 NAY: 0 MOTION CARRIED

Motion by Trustee Kolaski and seconded by Trustee Avino to approve Resolution 21-2, A Resolution authorizing the sale of surplus vehicles (2010 Chevy Tahoe).

Chief stated that Deputy Chief Erlewein went and got the vehicle appraised. Asian Motors Inc. will pay \$10,800 as-is.

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

AYES: 7 NAY: 0 MOTION CARRIED

Motion to add Chief Blondell as a signer on District' Money Market, Savings, Checking, and Certificates of Deposit accounts was tabled.

Trustee Kolaski stated that every Fire Department is unique, and he is not sure if it worked before, why we need to change now and add the Chief. He has not been called in to sign checks in a year.

Chief stated that there is an issue with petty cash check being cashed. He is not a signer on the account, so the teller must get permission to cash it.

There are many Chiefs that do not sign, but their administrative assistant has stamps of the trustees' signature and she can stamp the checks.

We do have a redundancy and there is no financial discrepancy.

Chief states that this is not that important to him, it is his duty to have things run more efficiently.

Having him as a signor would do this.

Chief asked Trustee Kolaski if the fire districts called knew why and where he was calling from? Trustee Kolaski said yes. Chief looked through the policy and it says that board of trustees' members cannot act on their own and that he may have overstepped his power as a trustee.

The fire administration collect data from Districts and now will have to hear at the Chief's meeting that we had someone calling representing the District, it causes an awkward situation.

Trustee Avino stated that we spoke to the attorney about this, and he said that it is not uncommon for a Chief to be a signor.

Trustee Skyba stated there was an interesting article in Fire Call that explains the trustees' job. If you mess up the attorney will charge us to fix it. It is the board's fiduciary responsibility.

Trustee Cichon stated that the board receives copies of every check. Trustee Cichon asked Trustee Skyba if it is being fiduciary responsible when you cannot answer simple pension questions and you are on the pension board?

Trustee Avino stated that we have accountant and auditors that review our financials, and a trustee will still be signing the check.

Trustee Kolaski asked why change if it was done this way before. Chief explained that it is a more efficient way of running things.

Trustee Skyba asked about petty cash and why it is an issue. Chief explained that he is not on the account so when he goes to cash the check monthly the teller must get approval from the manager or Vice President.

Trustee Skyba stated that he went to Wintrust and spoke with them, there is not an issue. Chief stated that is great, he will tell them Trustee Skyba spoke to them when he cashes the next check.

Chief stated that things did work with other chiefs, but we are a progressive fire department that is moving forward, and we work to run things more efficient.

Chief stated that this is so petty and is not sure why we would waste this much time on this issue. He would like the motion removed from the agenda.

Trustee Skyba stated that it is in the policy that 2 board members need to sign the checks. Chief explained that the portion of the policy that says that is under the 2% Foreign Fire Board and not the Board of Trustees. There is nothing in the policy for the Board of Trustees that says 2 board members must sign.

Trustee Evans asked if we could send something to the bank to give the Chief permission to cash petty cash checks? Chief stated that he will check.

Motion by Trustee Rybak and seconded by Trustee Evans to approve the minutes from the CBA Committee meeting held on February 25, 2021.

Trustee Cichon stated this was the kickoff meeting. Chief stated that they will need to come up with dates to share with the Union Leadership.

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

AYES: 7 NAY: 0 MOTION CARRIED

Trustee Skyba mentioned that Rosemary Wagner passed away.

Reviewed the 2020 Annual Report.

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

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

AYES: 7 NAY: 0 MOTION CARRIED

Meeting adjourned at 7:33pm.

Joanne Rybak
Secretary

Andrew Cichon
President