

**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 14<sup>th</sup> day of June 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 Cichon; yes, Trustee Rybak; yes,  
Trustee Santoro; 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 Rybak 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: 6 NAY: 0 MOTION CARRIED

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

- 1- Approve the Regular Board of Trustee Meeting Minutes held on May 10, 2021.
- 2- Approve and keep closed the May 10, 2021, Closed Session Meeting Minutes.

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

AYES: 6 NAY: 0 MOTION CARRIED

**TREASURER'S REPORT**

Schedule of Assets  
(Arising from Cash Transactions)  
May 31, 2021

Assets

**Checking and money market accounts:**

Byline Bank ambulance billing money market #4304492	250,306.30
Wintrust -MM #2776	1,214,494.47
Wintrust- Checking #9771	9,786.57
Wintrust- Ambulance #2671	871,992.85

Wintrust- Medical #0599	1,552.11
Wintrust- Donation #4129	929.00
Wintrust- FSA #0713	5,378.13
Total checking and money market accounts	<u>\$2,354,439.49</u>

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

Belmont Bank (0.45%, 02/10/22)	697,750.79
Belmont Bank (0.45% 01/21/22)	581,433.69
Belmont Bank (0.45% 01/19/22)	<u>405,956.40</u>
Total certificates of deposit	<u>\$1,685,140.88</u>
Total checking, money market and certificates of deposit	<u>\$4,039,580.37</u>

Motion by Trustee Skyba and seconded by Trustee Kolaski to approve the May’s accounts payable expenditures in the amount of \$434,920.88 and the Treasurer’s Report as presented from the Financial Statements for May 2021.

Chief Blondell stated that this month is higher due to interfund transfers and GEMT. There are no CDs due until 2022. Chief Blondell explained that he is working with the Policy Committee on rearranging the agenda so the Finance Committee report will go with the Treasurer’s Report.

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

AYES: 6 NAY: 0 MOTION CARRIED

**Chiefs’ Report:**

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

COVID-19 numbers are currently less than 1%.

Call volume has surpassed our 2019 record number, there is an increase of 3% and an increase of 15% from 2017.

About a year ago we stopped using our fuel tanks in the back of the building. We now need to remove the tanks which will cost less than \$5,000 (this includes mandatory leak tests, filling, etc.). The cost does not include asphaltting the top.

We will have them start soon. If any big issues come up, it will go through the Building and Equipment Committee.

We are making some changes to the board room. Previous board member pictures will be moved to the hallway, current members will be centered on the wall in the board room. Ridgewood High School will be creating a mural on the one wall once classes resume.

Will be meeting with the Community Relations Committee; we will now be having an Open House on October 9<sup>th</sup>. Flu Shots will not be administered that day, we will do the Drive Thru Flu Shots on October 7<sup>th</sup> and 8<sup>th</sup> as well as homebound on October 11<sup>th</sup>.

We are still working on receiving the funds on our grant of \$150,000 from the state.

Trustee Skyba asked, "if Covid numbers are less than 1% we will be able to do the Open House?" Chief stated that we will follow CDC guidelines.

Motion by Trustee Santoro seconded by Trustee Kolaski to approve the Chief's report for May 2021.  
AYES: 6 NAY: 0 MOTION CARRIED

**President's Report:** Trustee Cichon stated that he will have Committee appointments for next meeting. There is a vacant seat on the board that needs to be filled. The had a very good CBA committee meeting on June 9<sup>th</sup> that will be discussed in Closed Session.

**Committee Reports:**

Finance Committee- Chief Blondell stated they had a meeting, they had to move funds in a couple of line items of the current budget appropriations.

Building and Equipment Committee- Trustee Evans stated that Engine 101 is in having work done, they pulled the motor and found a significant leak. Deputy Chief Erlewein explained there is a coolant leak and once they know more, he will let Chief Blondell know.

Trustee Evans asked Firefighter Mark Blondell to explain the bunk room update, Mark stated that the masonry work and windows should be happening in the next couple weeks.

Trustee Rybak asked about ventilation, Mark explained that the individual bunks do not have walls going to the ceiling, so there is plenty of ventilation.

Policy & Strategic Planning Committee- Trustee Kolaski stated that he is trying to set up a date for a meeting. He received the possible policy changes from the administration.

Trustee Kolaski thanked the fire department for the effort they took while caring for his wife and for attending her wake.

Community Relations Committee- Trustee Santoro stating they will have a committee meeting before the next board meeting.

Pension Fund Member & Commissioner Oversight- Trustee Skyba stated there is nothing to report. Chief stated that Al Nagrocki is going for his annual physical. Discussion.

**Old Business:**

None

**New Business**

Trustee Skyba nominated Trustee Rybak for Secretary of the Board of Trustees. No other nominations.

Motion by Trustee Skyba and seconded by Trustee Kolaski to elect Trustee Rybak as Secretary of the Norwood Park Fire Protection District Board of Trustees for a two-year term.

Roll Call: Trustee Skyba; yes, Trustee Kolaski; yes,  
Trustee Cichon; yes, Trustee Rybak; yes,

Trustee Santoro; yes, Trustee Evans; yes.

AYES: 6 NAY: 0 MOTION CARRIED

Trustee Santoro nominated Trustee Cichon for President of the Board of Trustees. No other nominations.

Motion by Trustee Santoro and seconded by Trustee Kolaski to elect Trustee Cichon as President of the Norwood Park Fire Protection District Board of Trustees for a two-year term.

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

AYES: 6 NAY: 0 MOTION CARRIED

Trustee Kolaski nominated Trustee Evans for Treasurer of the Board of Trustees. No other nominations.

Motion by Trustee Kolaski and seconded by Trustee Skyba to elect Trustee Evans as Treasurer of the Norwood Park Fire Protection District Board of Trustees for a two-year term.

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

AYES: 6 NAY: 0 MOTION CARRIED

Motion by Trustee Skyba and seconded by Trustee Santoro to adopt and approve Resolution #21-3, a Resolution confirming and declaring the election of District President Cichon, Secretary Rybak, and Treasurer Evans for the two-year term, commencing June 14, 2021.

Discussion on how often this needs to be performed.

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

AYES: 6 NAY: 0 MOTION CARRIED

Motion by Trustee Skyba and seconded by Trustee Evans to adopt and approve Resolution #21-4, A Resolution authorizing the sale of surplus vehicles (Truck 104).

Chief Blondell explained that this now allows them to try and sell the Truck. Deputy Chief Erlewein has it listed to be sold.

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

AYES: 6 NAY: 0 MOTION CARRIED

Motion by Trustee Skyba and seconded by Trustee Santoro to adopt and approve Ordinance #21-1, the Norwood Park Fire Protection District Tentative Budget and Appropriation for fiscal year 2021-2022.

Chief Blondell explained the budget process, there will be a notice placed in the paper stating the tentative budget is available for review, the hearing and final budget approval will be on the August agenda. Thank you, Cyndi, for your work on this.

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

AYES: 6 NAY: 0 MOTION CARRIED

Motion by Trustee Skyba and seconded by Trustee Evans to approve the renewal with Blue Cross Blue Shield health insurance Choice Option/PPO policy G506OPT, effective July 1, 2021, through June 30, 2022.

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

AYES: 6 NAY: 0 MOTION CARRIED

Motion by Trustee Santoro and seconded by Trustee Skyba to approve the dental renewal with Guardian PPO, effective July 1, 2021, through June 20, 2022, including a one-month premium credit option.

There is no increase, and we will be receiving a one-month premium credit of \$4,400.

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

AYES: 6 NAY: 0 MOTION CARRIED

Motion by Trustee Santoro and seconded by Trustee Evans to approve the life insurance renewal with The Standard, effective July 1, 2021, through June 30, 2022.

Chief Blondell explained that life insurance went up \$46 a month.

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

AYES: 6 NAY: 0 MOTION CARRIED

Motion by Trustee Rybak and seconded by Trustee Cichon to approve Lauterbach and Amen, LLP to provide monthly accounting assistance to the Norwood Park Fire Protection District for fiscal year ended June 30, 2022, 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. Fees will increase 2.0% in each subsequent year, unless there is a change in the services provided.

Trustee Skyba asked if we are paying for them to come out? Chief stated that if the board says they want them to come out, it will be scheduled.

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

AYES: 6 NAY: 0 MOTION CARRIED

Consent agenda:

Move \$500 from Corporate Salaries to Corporate Insurance-Cancer Insurance

Move \$500 from Ambulance Salaries to Ambulance Insurance-Cancer Insurance

Move \$1,920 from Ambulance Salaries to Ambulance Flu Shots

Trustee Skyba asked what happened?

Chief explained that the flu shot program far exceeded what we thought it would be. Mary Field generously paid for it (as she has done in years past). Moving forward, we will be capping what Mary Field pays at \$8,000. The board will need to decide if they want to fund the rest or seek other options.

Trustee Rybak stated we should ask Resurrection for a donation. Discussion

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

AYES: 6 NAY: 0 MOTION CARRIED

Motion by Trustee Skyba and seconded by Trustee Kolaski to go into Closed Session Pursuant 5 ILCS 120/2(c)(3) Selection of a person to fill a public office and Section 2 (c)(2) Collective Negotiating matters between the public body and its employees; and/or Section (2)(c)(1) to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body.

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

AYES: 6 NAY: 0 MOTION CARRIED

Went into Closed Session at 7:14pm.

Returned from Closed Session at 7:57pm, no decision made, no votes taken.

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

Motion by Trustee Rybak and seconded by Trustee Evans to approve the Collective Bargaining Agreement with the Norwood Park Firemen's Association from July 1, 2021, through June 30, 2024.

Roll Call: Trustee Skyba; yes, Trustee Kolaski; yes,  
Trustee Cichon; yes, Trustee Rybak; yes,

Trustee Santoro; yes, Trustee Evans; yes.

AYES: 6 NAY: 0 MOTION CARRIED

Motion to adopt and approve Resolution #21-5, a Resolution relating to the terms of employment for the position of Administrative Assistant to the Chief of the Fire Department was tabled.

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

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

AYES: 6 NAY: 0 MOTION CARRIED

Meeting adjourned at 8:01pm.

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Joanne Rybak  
Secretary

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Andrew Cichon  
President