

**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 17th day of October 2022 at 6:34 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,
Trustee Mezzano; yes, Chief Blondell; yes.

The pledge was said at the start of the meeting.

Promotional ceremony and swearing in of firefighter:

Candidate Joshua Hobbs
Lieutenant Matthew Mattio
Commander Daniel Davila
Deputy Chief Jeffrey Peistrup

Went into recess at 6:49pm

Returned from recess at 7:19pm

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

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.

AYES: 7 NAY: 0 MOTION CARRIED

Opening of sealed bids for window replacement.

McCain \$67,000
Jackson & Green \$41,590.56

Motion by Trustee Santoro and seconded by Trustee Mezzano to table action on the bids for a determination by staff and/or consultant as to the compliance with specifications.

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

Motion by Trustee Kolaski and seconded by Trustee Evans to approve the following minutes:

- 1- Approve the Regular Board of Trustee Meeting Minutes held on September 12, 2022.
- 2- Approve and keep closed the September 12, 2022 Board of Trustee Closed Session meeting minutes.

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

As of August, we are up on call volume by 14% from last year. The first few months of this year we were up 20% from last year.

We will discuss the flu vaccine campaign during Community Relations Committee.

Candidates Keating and Pappas are both in the fire academy. They will have to complete FAE after the academy. Candidate Keating is a paramedic and an awesome addition. Candidate Pappas is also a great employee. Commander Davila and Candidate Stec are taking on a lot of maintenance. I am hoping to work with the Board so we can budget to get tools they can use, which will save us thousands of dollars.

2% Foreign Fire Insurance Board will be receiving around \$41,000 and will put it to good use.

Trustee Rybak asked about property taxes. Chief stated that we are still okay with our funds. Tax bills should be going out by December.

Motion by Trustee Santoro seconded by Trustee Rybak to approve the Chief's report for September 2022.

AYES: 7 NAY: 0 MOTION CARRIED

President's Report: Trustee Cichon congratulations to the men that were promoted and our new firefighter. Open House was great.

TREASURER'S REPORT

Schedule of Assets
(Arising from Cash Transactions)
September 30, 2022

Assets

Checking and money market accounts:

Byline Bank ambulance billing money market #4304492	437,560.30
Wintrust -MM #2776	348,440.61
Wintrust- Checking #9771	16,988.36
Wintrust- Ambulance #2671	1,157,031.32
Wintrust- Medical #0599	12,294.17
Wintrust- Donation #4129	926.27
Wintrust- FSA #0713	10,962.92
Total checking and money market accounts	<u>\$1,984,203.95</u>

Certificates of deposit (interest rate and maturity):

Belmont Bank (0.60%, 02/10/23)	703,088.04
Belmont Bank (0.40% 07/21/23)	584,344.56
Belmont Bank (0.50% 01/19/23)	408,339.82
Total certificates of deposit	<u>\$ 1,695,772.42</u>
Total checking, money market and certificates of deposit	<u>\$3,679,976.37</u>

Motion by Trustee Kolaski and seconded by Trustee Mezzano to approve the September's accounts payable expenditures in the amount of \$517,986.19 and the Treasurer's Report as presented from the Financial Statements for September 2022.

Trustee Evans stated that we are waiting for tax bills to go out.

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

AYES: 7 NAY: 0 MOTION CARRIED

Committee Reports:

Finance Committee- Trustee Evans stated Ambulance billing money is down. We will be monitoring it. Remember that our payroll is higher because we used to pay PSI \$84,000. Communications payment was paid through a grant.

Building and Equipment Committee-Trustee Mezzano stated the bids are in. We will review for next board meeting. Tower 103 had work done under warranty. Ambulance 107 will be reboxed. Waiting to see when the chassis is available. Transmission work was done on 108 under warranty. Chief stated that we are going to have to start talking about a new engine. DEF fluid is a problem for us, but there is no way to get an engine without it.

Policy & Strategic Planning Committee- Trustee Kolaski stated the USBs will be returned at the next board meeting.

Community Relations Committee- Trustee Santoro stated that Open House was a great success. We gave out a total of 520 Flu shots. 150 were given at Open House. Safety Town has started at the HIP. We have sold about half of the t-shirts. Thank you, Norwood Park Township, for paying for the flu shots. Chief stated that the Super-Flu shot for seniors was a hit.

Christmas party will be December 3rd.

Pension Fund Member & Commissioner Oversight- Trustee Skyba stated there is nothing to report.

Old Business:

None.

New Business

Motion by Trustee Santoro and seconded by Trustee Rybak to approve the payout of sick time, vacation time, and personal days to retired Deputy Chief Claude Erlewein in the amount of \$57,473.46. (\$21,750 paid out on the November 1, 2022 payroll and \$35,723.46 banked for medical insurance premium per the contract).

Total Vacation/Personal Time \$14,696.56

Total Sick Time \$42,776.90

Total Payout for all days \$57,473.46

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

AYES: 7 NAY: 0 MOTION CARRIED

Motion by Trustee Kolaski and seconded by Trustee Skyba to approve the payout of sick time, vacation time, and personal days to Firefighter James Newsome in the amount of \$1,320.89. (\$1,320.89 paid out on the November 1, 2022 payroll).

Total Vacation/Personal Time \$730.85

Total Sick Time \$590.04

Total Payout for all days \$1,320.89

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

AYES: 7 NAY: 0 MOTION CARRIED

Motion by Trustee Mezzano and seconded by Trustee Santoro to approve the consent agenda:

- Approve the payment of \$41,860.61 to the Foreign Fire Insurance Board.
- Ratify the payment to Target Solutions Learning LLC in the amount of \$6,707.25 for career tracking, drug safes, vehicles, and station.

Roll Call: Trustee Skyba; yes, Trustee Kolaski; yes,
Trustee Cichon; yes, Trustee Rybak; yes,
Trustee Santoro; yes, Trustee Evans; yes
Trustee Mezzano; yes.
AYES: 7 NAY: 0 MOTION CARRIED

Motion by Trustee Santoro and seconded by Trustee Mezzano to adjourn the meeting.
AYES: 7 NAY: 0 MOTION CARRIED

Meeting adjourned at 7:44pm.

Joanne Rybak
Secretary

Andrew Cichon
President