

**GLENSIDE FIRE PROTECTION DISTRICT  
MINUTES OF THE REGULAR MEETING  
MARCH 13, 2018  
OF THE BOARD OF TRUSTEES AT 5:30 PM**

- I. **CALL TO ORDER:**  
President Kosiara called to order the regular meeting for Glenside Fire Protection District Board of Trustee's at 5:32 P.M.
- II. **PLEDGE TO THE FLAG:**  
The pledge of allegiance to the flag of the United States of America was recited. The pledge was led by Administrative Assistant Haiden.
- III. **ROLL CALL:**  
Present were President Kosiara, Treasurer Christopher and Secretary Osborn. Trustee Osborn requested that the meeting minutes reflect that Chief Wood, Deputy Chief Cassady, Controller James Howard and Attorney Flaherty were also in attendance.
- IV. **MINUTES OF PREVIOUS TRUSTEES MEETINGS**  
The regular and closed session meeting minutes for the Board of Trustee's meeting held on March 13, 2018 were presented for review and acceptance.

*Trustee Kosiara motioned to approve and file the regular meeting minutes of March 13, 2018 and to approve, file and release to the public the closed session meeting minutes. The motion was seconded by Trustee Christopher.*

*Trustee Kosiara asked the record to reflect that there was unanimous approval of the motion with all members in attendance voting.*

- V. **FINANCIAL REPORTS**
- A. **Controller's Report**  
James Howard provided the financial report for the month of February 2018 noting that 83% of the fiscal year has been completed. Mr. Howard highlighted activity during the month stating that interest income is up 10% over the prior year. He also stated that 90% of all expected revenues have been collected by the District. Mr. Howard discussed the expenses for the year noting that there was a strong adherence to the budget. 73% of budged expenses have been recorded and this is 2% down from last year. Mr. Howard noted that the major capital expense for the year was the house converted to a training center for the District. He mentioned that depending upon the ending balances for the funds at the end of the year, recommendations will then be made to either transfer money into the capital fund and/or

make an additional contribution into the pension fund. Investments overall are performing well and interest is up for the fiscal year. Trustee Kosiara asked about realized gain as reflected on the monthly report in regards to the Schwab investments. Mr. Howard said the majority of those investments are locked into CD's and other long-term investments which have not yet matured. Therefore, negative gains are reflected in the report until the maturity date. Chief Wood stated that the Schwab investments average about 2% of interest annually. It was determined to have the Sawyer Falduto representatives come out to provide an update in May.

*Trustee Kosiara motioned to accept and file the Controller's Report as presented and pay all accounts payables and payroll as presented for February in the amount of \$277,003.64. The motion was seconded by Trustee Christopher.*

*Roll Call Vote:*

*Trustee Kosiara – aye*

*Trustee Christopher – aye*

*Trustee Osborn - aye*

*Motion carried.*

- B. Other Items from the Controller  
There were no other items from the Controller.

## VI. LEGAL ISSUES

### A. Attorney Report

Attorney Flaherty said he has been working with the administration in regards to a request for proposal process over the past month. Work continues on the annexation of property into the District. We will be making a request to DuComm for the required identification of property locations and District response history over the next 30-60 days. He anticipated that this item will be revisited on the May Board of Trustees agenda.

Attorney Flaherty then reported that there are very few legislative issues going on at this time in Springfield related to Fire Districts.

- B. Other items from the Attorney  
There were no other items from the Attorney.

## VII. ANNOUNCEMENTS

### A. Fire Commissioners

Deputy Chief Cassidy stated that the regular scheduled meeting was canceled for March 15, 2018 and the next meeting will take place on April 19, 2018. The board has set the number of oral interviews to 45 candidates.

B. Foreign Fire Insurance Board

Chief Wood stated the next meeting will take place on May 14, 2018. The board members are currently working on a request for proposal for the anticipated HVAC system needed to relocate the workout room.

C. DuComm Report

Chief Wood reported that Dan Sykes, a long-term DuComm employee who retired in 2014, passed away this past Sunday.

Chief Wood, DC Cassady and Intern Francik completed a tour of the new DuComm facility. The facility is in excess of 48,000 sq. ft. and while construction is still in progress they were impressed with the facilities. Chief Wood stated "it will serve the needs of many organizations for years to come" as a lot of thought appears to have gone into the construction of the facility. Chief Wood and DC Cassady also took a short tour of the Addison Communications Dispatch Center, noting that technology in both centers was impressive.

D. Other Announcements

Chief Wood reported that the District has applied for two grants for a gear extractor machine, one at the State level and one at the Federal level. If neither grant is received, the District will be considering a capital purchase for the needed equipment. We are also looking at replacing the SCBA refill system that is no longer safety compliant.

There will be two new Good Samaritan students doing their ride along time here at the station. The students have been assigned to FF/PM Lipponeur and PM/FF Ostrand for their assigned time.

May 3<sup>rd</sup> is National Day of Prayer taking place at Glendale Lakes Golf Club. The hospital has offered a table to be split between the police department and fire department. Glenside has no speaking part this year and the honor guard is rotated every four years.

The drug narcan is now being carried and used by the Glendale Heights Police Department. Chief Wood said we are looking to carry the same fixed dosage as the opioid crisis continues in DuPage County. We would carry it for emergency use because the drug can affect our own personnel as well as police officers as they enter the scene.

Chief Wood said there have been various conversations with the GH police department regarding school shootings. They are looking to modify their policies for schools, churches and places of assembly.

Chief Wood reported that our crew visited a 10 year old girl for her birthday party. She had been paralyzed after being hit by a car back in October, 2017.

The District received a thank you from the Cassady family for the flowers and visitation for the passing of DC Cassady's mother-in-law.

Chief Wood reported that the part-time firefighter program is being revamped and residency requirements will be changed along with the

requirements for call-backs of that personnel class. This will assist with having more paramedics on staff at all times.

There was an attic fire on Saturday as one of fifteen calls the duty shift responded to that day. Chief Wood acknowledged the crew for the efforts put forth on the day.

## VIII. OLD BUSINESS

### A. Apparatus and Facilities

Deputy Chief Cassady reported that all apparatus is currently up and running. We have an ambulance that continues to have an exhaust system that is problematic.

There is no update to provide on facilities at this time. He was pleased to note that the training center is getting more use recently with new personnel starting. The possibility of allowing other districts to use the facilities is being discussed. Guidelines would be set for no destructive training to take place, but primarily search and rescue operations can easily be performed. The Division 12 Hazmat team is scheduled to utilize the facility in April.

### B. Health Insurance Plans

Chief Wood said this agenda item will be removed for the next meeting. A mini vendor fair took place on Saturday at the station for those interested in additional insurance plans and other optional coverage such as retirement plans.

### C. Collective Bargaining Agreement

Chief Wood reported that this agenda item will be held for closed session.

### D. 50<sup>th</sup> Anniversary

Trustee Osborn addressed the board while a list of ideas for the District's 50<sup>th</sup> anniversary celebration was passed out for consideration. The list was quickly reviewed and it was noted that the corresponding estimates of cost were listed with each of the ideas. There was further discussion as to the activities on the list to be prioritized. Chief Wood requested that each board member please respond with their top five items on the list that they would like to see take place for the 50<sup>th</sup> anniversary celebration.

### E. Other Old Business

Chief Wood said there was no other old business to discuss.

## IX. NEW BUSINESS

### A. Emergency Medical Services Proposals

Chief Wood stated that the request for proposal was advertised in the paper and three vendors requested packets. The returned packets will be opened up at a special Trustees meeting to be held on Tuesday,

March 27<sup>th</sup> at 5PM with the attorney present. Vendor names on sealed proposals will be read publicly at that time.

B. Legislative Day – April 11

Trustee Kosiara will not be able to attend this year as he will be in Washington D.C. the following week on behalf of the Northern Illinois Alliance of Fire Protection Districts. It was determined that there will be no Glenside Fire representation this year.

C. Village Charity Golf Classic – June 15

There was discussion regarding the annual charity event organized through the Glendale Heights Village.

*Trustee Osborn motioned to sponsor the 2018 Village Charity Golf Classic at the Silver Sponsor Level of \$1,000 and to pay for any additional dinners needed for the evenings event. The motion was seconded by Trustee Christopher.*

*Roll Call Vote:*

*Trustee Osborn – aye*

*Trustee Christopher – aye*

*Trustee Kosiara - aye*

*Motion carried.*

D. Other New Business

Chief Wood said there was no other new business to discuss.

X. PUBLIC COMMENTS/QUESTIONS

There were no public comments.

XI. CLOSED SESSION

*Trustee Kosiara recessed the regular meeting to go into closed session pursuant to Section (2)(c)(1) of the Open Meetings Act (to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body); Section (2)(c)(2) of the Act (to discuss collective negotiating matters between the public body and its employees); and/or Section (2)(c)(11) of the Act (pending, probable or imminent litigation) at 6:42 P.M. Trustee Christopher seconded the motion.*

*Roll Call Vote:*

*Trustee Kosiara – aye*

*Trustee Christopher – aye*

*Trustee Osborn - aye*

*Motion carried.*

XII. RETURN TO RECESSED MEETING

*Trustee Kosiara reconvened from closed session at 7:43 P.M.*

No action was taken in closed session.

*Trustee Kosiara motioned to change the base HMO health insurance plan for the District to Plan P506PSN. The motion was seconded by Trustee Christopher.*

*Roll Call Vote:*

*Trustee Kosiara – aye*

*Trustee Christopher – aye*

*Trustee Osborn - aye*

*Motion carried.*

XIII. ADJOURNMENT

A special trustees meeting will take place on Tuesday, March 27, 2018 at 5:30 PM.

The next regularly scheduled meeting of April 10, 2018 will take place at the regular time of 5:30 PM at 1608 Bloomingdale Road, Glendale Heights, Illinois.

*Trustee Kosiara motioned to adjourn the meeting at 7:48 P.M. The motion was seconded by Trustee Christopher. Trustee Kosiara asked the record to reflect there was unanimous approval of the motion with all members in attendance voting.*

Respectfully Submitted By:

/s/ Richard Osborn, Secretary

APPROVED THIS 10th DAY OF APRIL, 2018

/s/ Nicholas Kosiara, President