

**GLENSIDE FIRE PROTECTION DISTRICT  
MINUTES OF THE REGULAR MEETING  
APRIL 11, 2017  
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 Trustees at 5:30 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 Laura Haiden.

III. ROLL CALL:  
Present were President Kosiara, Treasurer Christopher and Secretary Osborn. Trustee Osborn requested that the meeting minutes reflect that Chief Wood and Deputy Chief Cassady were also in attendance.

Trustee Kosiara asked that the Board move to agenda item Oath of Office – New Commissioner under New Business.

Trustee Kosiara had Javier Guzman recite the oath of office for the position of Commissioner with the Glenside Fire District. Commissioner Guzman was welcomed into the Glenside family.

Trustee Kosiara asked that the meeting be recessed at 5:33 PM for cake and pictures.

Trustee Kosiara reconvened the meeting at 5:47 PM.

IV. MINUTES OF PREVIOUS TRUSTEES MEETINGS  
The regular and closed session meeting minutes for the Board of Trustees meeting held on March 14 were presented for review and acceptance.

*Trustee Kosiara motioned to approve and file the regular meeting minutes of March 14, 2017 and to approve, file and release the closed session meeting minutes of March 14, 2017. 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

Chief Wood provided the financial report for the month of March, 2017 noting the starting cash and investments for the District. He reviewed

incomes for the District including property taxes, ambulance fees and interest earnings. He then highlighted items on the monthly recap and noted that property taxes were received from the County in March and because this is unusual DuPage County will be contacted. Reimbursement from MABAS Division 12 was also received for the expenses incurred on the hazmat trailer.

*Trustee Kosiara motioned to accept and file the Controller's Report as presented and pay all accounts payables and payroll as presented for March in the amount of \$357,465.97. 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**

Chief Wood discussed the recommendation for end of year transfer suggested by Controller Turi. The proposal was to transfer \$1.1 million into the capital fund and \$1.1 million into the Pension fund.

*Trustee Kosiara motioned to approve the transfer of funds in recognition of the end of the fiscal year, authorizing that \$1.1 million be transferred from General and Ambulance into the Pension Fund and that \$1.1 million be moved into the capital fund for allocation to future expenses of the District as supported by the replacement schedule. The motion was seconded by Trustee Christopher.*

*Roll Call Vote:*

*Trustee Kosiara – aye*

*Trustee Christopher – aye*

*Trustee Osborn- aye*

*Motion carried.*

The 2017 annual audit has been started. It is anticipated that the audit will be completed and presented to the Board of Trustees at the August Board meeting.

Chief Wood discussed the health status of Jim Turi and the suggestion for a “back-up” plan if a change in Controller would be needed. The Board agreed with the Chief’s suggestion and provided direction.

**VI. LEGAL ISSUES**

**A. Attorney Report**

Chief Wood said there was nothing to report from the attorney.

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

## VII. ANNOUNCEMENTS

### A. Fire Commissioners

Deputy Chief Cassady recognized the new Commissioner on the Board, Javier Guzman. The next meeting will take place on April 20, 2017. The current Lieutenant Promotional list expires on September 19, 2017. The board will be working to establish a new list and plan to finalize said list at the August 17<sup>th</sup> meeting.

All three Commissioners were due for re-appointment this year. The appointments should be staggered for the future and it was suggested to draw lots to assign a 1 and 2 year terms to Commissioners Tautkus and Olsen, with new Commissioner Guzman starting his 3 year term. All terms are set to expire on the first Monday in June of each year. This will be established at the April meeting.

### B. Foreign Fire Insurance Board

Chief Wood said the next meeting will take place on May 8<sup>th</sup>. The cancer and disease screening scheduled by the board was completed for those employees who wanted to participate. The board has also authorized optional heart/calcium screenings for employees during the annual physical process.

Trustee Kosiara recognized the efforts of the board to spend the Foreign Fire Insurance monies in a responsible and impactful way that affects all employees in a positive way.

### C. DuComm Report

Chief Wood said there was no meeting. The meeting had been cancelled due to lack of agenda items.

Trustee Kosiara was present for the groundbreaking event of the new DuComm building on the DuPage county land. The new building has a goal date of the end of 2018 to be completed.

### D. Other Announcements

Chief Wood reported that last week's training night went well for the outside speaker that was brought in. The training was an overall review of Fire Behavior with some fire tactics and strategy, which was a great training session for the newer firefighters. The instructor refused the payment for the session and took a picture of the Mendlik display to share on his future trainings.

The District sponsored the Glendale Heights Junior Women's Club with a sign for their Easter Egg Hunt and for Bingo during Glendale Heights

Fest this summer. Trustee Kosiara reported that the organization cleared \$1,500 for the Easter Egg event.

An invitation for the annual Glen Oaks Hospital Foundation golf fundraiser was received and is requesting \$500 per golfer participation. The invitation will be declined for golf.

A senior fair will take place at the Glendale Heights Sports Hub for senior citizens this week. Glenside will be present with a display highlighting key boxes and their associated program as well as information on the Sharps Disposal Program.

National Day of Prayer will take place on May 4<sup>th</sup> at the Glendale Lakes Golf Course. Trustee Osborn will represent Glenside and the VFW with the posting of the colors. Chief and Deputy Chief will be present and perform the tolling of the bells ceremony.

We attended the Business appreciation breakfast for the Village of Glendale Height.

Lt. Siewierski's personal surgery will take place tomorrow and it is anticipated that he will be off for a couple of weeks.

## VIII. OLD BUSINESS

### A. Apparatus and Facilities

Deputy Chief Cassady reported that apparatus Quint 58 is at the mechanic with a blown axel seal. The new 35' extension ladder is also scheduled to go on the vehicle upon its return.

Reporting on facilities, the Deputy Chief said that lettering will be going on the station's doors and windows used by the public to relay the message that cameras are present on location and

Deputy Chief Cassady is still pursuing information on the radio tower. He will be going to the Village of Glendale Heights to request the necessary paperwork.

### B. Board of Trustees Policy and Guidelines

Chief Wood said that we are waiting on the attorneys final review of the policy and guidelines at this time.

### C. Other Old Business

There was no other old business.

## IX. NEW BUSINESS

### A. Oath of Office – New Commissioner

This agenda item was covered earlier in the meeting.

### B. Stryker Loader System

Lieutenant Lipowski and Firefighter Lipponeur were in the audience and confirmed that any ambulance manufactured in 2018 and beyond will be required to have a cot loading system. The loading system purchased through Stryker is a \$30,000 unit that comes with a seven

year warranty and requires a \$1,500 installation cost. The system is movable from vehicle to vehicle. Chief Wood recommended that the District move forward with purchasing two loading systems for each current ambulance in the fleet, noting that both Bloomingdale and Addison Fire already have them installed.

*Trustee Kosiara motioned to approve to purchase two loading systems through Stryker with an amount not to exceed \$67,000. The motion was seconded by Trustee Christopher.*

*Roll Call Vote:*

*Trustee Kosiara – aye*

*Trustee Christopher – aye*

*Trustee Osborn- aye*

*Motion carried.*

Chief Wood also discussed the recent expansion system for the second ambulance that now mirrors the other ambulance. With the expansion system the cots are rated for 700 pounds.

Trustee Kosiara noted that with these improvements to EMS care that hopefully it will help to alleviate any injuries to our personnel. Chief Wood then mentioned that each load system had received a \$3,000 credit through Illinois Public Risk Fund, our workers compensation carrier.

C. Charity Classic (June 16)

Trustee Kosiara discussed the support of Village of Glendale Heights events and charity fundraisers.

*Trustee Kosiara motioned to approve the sponsorship of the 2017 Charity Classic and to continue the sponsorship at the Silver level in the amount of \$1,000. The motion was seconded by Trustee Christopher.*

*Roll Call Vote:*

*Trustee Kosiara – aye*

*Trustee Christopher – aye*

*Trustee Osborn- aye*

*Motion carried.*

D. Property and Casualty Insurance

There was discussion regarding the due diligence of insurance costs and the board agreed to allow a comparison of insurance premiums for the upcoming coverage year.

E. Part-time Wages/Administration Wages and Benefits

This agenda item is to be discussed in closed session.

F. 50<sup>th</sup> Anniversary Committee

Chief Wood asked for the volunteer interest of the board members to participate on the District's 50<sup>th</sup> Anniversary Committee. Both Trustee Christopher and Trustee Osborn are interested.

G. Other New Business

There was no other new business.

X. PUBLIC COMMENTS/QUESTIONS

Trustee Kosiara solicited any comments or questions from the public audience. There were none.

XI. CLOSED SESSION

*Trustee Kosiara recessed the special 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 6:39 P.M.*

XII. RETURN TO RECESSED MEETING

*Trustee Kosiara reconvened from closed session at 7:15 P.M.*

No action was taken in closed session.

*Trustee Kosiara motioned to approve the wage and benefits discussed for 2017-2018. The Chief position was approved to receive 3% increase; the Deputy Chief position was approved for the District to pay for schooling and books associated with the completion of the required Bachelor's degree; the Fire Marshal position will receive a 2.5% increase and have compensatory time documented for time spent at the annual Glendale Heights Fest, to be used in the same calendar year; the Administrative Assistant position will receive a 2.5% increase; the part-time secretary position will transition to a full-time secretary position effective May 1, 2017 and is approved to start at an hourly rate of \$17 was approved for performance increases over the next year for up to an additional \$1/hour increase; the part-time Fire Inspector position has received an increase to \$22/hour; part-time firefighter/paramedic positions will receive a 2.5% increase; PSI contract is approved to receive a 2.5% increase, noting that the increase will go to the personnel directly; the 7G rate will have no change and remain at \$25/hr.. The motion was seconded by Trustee Christopher.*

*Roll Call Vote:*

*Trustee Kosiara – aye*

*Trustee Christopher – aye*

*Trustee Osborn- aye*

*Motion carried.*

XIII. ADJOURNMENT

The next regularly scheduled meeting of April 11, 2017 will take place at the regular time of 5:30 PM at 1608 Bloomingdale Road, Glendale Heights, Illinois.

*Trustee Christopher motioned to adjourn the meeting at 7:21 P.M. The motion was seconded by Trustee Kosiara. 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 9th DAY OF MAY, 2017

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/s/ Nicholas Kosiara, President