

**GLENSIDE FIRE PROTECTION DISTRICT
MINUTES OF THE REGULAR MEETING
MAY 9, 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 Trustee's at 5:57 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 and Secretary Osborn, Treasurer Christopher was absent. Trustee Osborn requested that the meeting minutes reflect that Chief Wood, Deputy Chief Cassady and Controller Turi 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 April 11, 2017 were presented for review and acceptance.

Trustee Kosiara motioned to approve and file the regular meeting minutes of April 11, 2017 and to approve, file and release the closed session meeting minutes of April 11, 2017. The motion was seconded by Trustee Osborn.

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
Controller Jim Turi provided the financial report for the month of April, 2017 noting the starting cash and investments for the District. He reviewed transfers that took place and were approved in the month of April. He then highlighted activity during the month for incomes and expenses.
Chief Wood added that the property taxes received in the month of March could be credited to property taxes received for the 2014 year per DuPage County.

Trustee Kosiara motioned to accept and file the Controller's Report as presented and pay all accounts payables and payroll as presented for April in the amount of \$351,485.69. The motion was seconded by Trustee Osborn.

Roll Call Vote:

Trustee Kosiara – aye

Trustee Osborn – aye

Trustee Christopher- absent

Motion carried.

B. Other Items from the Controller

Controller Turi informed the board that the first day of pre-work for the auditors will take place on May 18th.

James Howard of Governmental Accounting, Inc. made a short presentation to the Board of Trustees regarding his company and services. Mr. Howard will be replacing Controller Turi after the presentation of the annual audit at the August 2017 Board of Trustees meeting.

Trustee Kosiara asked that the board move to agenda item New Business A. Appropriation Budget 2017-2018 for discussion.

Chief Wood presented a draft copy of the 2017-2018 Appropriation Budget for the Fire District to the board members. Controller Turi said the budget was near completion and was not yet balanced but he had reviewed all numbers and they were within acceptable margins showing the District's starting balance across all funds. Each fund would be ending with a positive balance. A publication will be in the paper for a public hearing at the next board meeting when the budget is expected to be approved.

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 recapped the April 20th meeting that took place. The May meeting has been canceled due to lack of agenda items and the next regular scheduled meeting will take place on June 15, 2017.

Deputy Chief Cassady said that information regarding the Lieutenant Assessment Center testing in August will be posted shortly. Letters of intent will first be requested in order to participate in the testing process. The terms for the current Commissioners need to be staggered based on the policy and procedures. The schedule was established at the last meeting. Commissioner Tautkus will have one year left, Commissioner Olsen 2 years left and Commissioner Guzman 3 years.

B. Foreign Fire Insurance Board

Chief Wood said the meeting on May 8, 2017 went well and the board authorized approximately \$6,500 to be spent on additional fitness room equipment and kitchen chair expenses, as well as an upgrade of the two existing drinking fountains in the building to water bottle fillers.

A request for proposal is being started for the required HVAC system needed to swap the Quartermaster's room with the fitness room in the station. The goal for completion of the project is for early 2018.

C. DuComm Report

Chief Wood said a majority of the required demolition has been completed on the county complex. New walls are to go up in early July and the remainder of the project is on schedule.

D. Other Announcements

Chief Wood reported that there were two articles with fire personnel in the GH Senior Newsletter.

June 9th is the last day for Village Manager, Roger Mabbitt. A farewell get together will be held on June 14th by the Village.

The power load systems have been installed on both ambulances. All medical related employees are thankful to the board and expressed their appreciation.

Alex Galanopulos is now at a full-time status with the Fire District.

Margie Hartigan, wife of Officer Hartigan GHPD who passed away, was recognized by her co-workers in a Naperville magazine contest. She was given a spa day.

The 2017 National Fallen Firefighters Foundation Chicagoland Memorial Golf Tournament will take place on Friday, September 8th this year.

Congressman Roskam will be meeting with area Chiefs tomorrow. Chief Wood will be in attendance.

The Chief received an announcement from the Illinois State Police to recognize Firefighter Rick Malinoski for his heroism and lifesaving efforts with narcan. DC Cassady will be present for the recognition event in Springfield.

A thank you was received from Marquardt School District 15 for participation in the Don Darby Classic which provided funds to students to be in more service projects.

A thank you was received from the Glenside Public Library for our participation in their job fair.

A thank you was received from DuComm for recognizing National Public Safety Telecommunicators Week for their employees.

VIII. OLD BUSINESS

A. Apparatus and Facilities

Deputy Chief Cassady reported that the District is looking to purchase wireless headset systems for the ambulances. This way the patient attendant can communicate with the driver. They will be Bluetooth equipped and they can communicate with the hospital directly to provide updates on the patient if necessary. Preliminary pricing is around \$3,000 for each ambulance. We would be the first fire company in the area to have this advantage, just as we were the first to have CO2 monitors for on scene testing. The Glenside District continues to research and investigate before jumping on “widgets.”

Fire Inspector Little has been assigned a portable radio that is identifiable to her. Her vehicle has also been equipped with a more in depth jump bag and AED for consideration of her paramedic status.

The Kawasaki Mule has some recall work that needs to be completed.

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 this agenda item will be discussed again at July's meeting.
 - C. Wages and Benefits
This agenda item is to be held for closed session.
 - D. Other Old Business
There was no other old business.
- IX. NEW BUSINESS
- A. Appropriation Budget 2017-2018
This agenda item was covered earlier in the meeting.
 - B. Other New Business
Chief Wood presented a report to the board members regarding the credit card processing at the District and the associated fees the District is paying for. The local government act allows the District to collect only the fees associated with the processing of the credit card transactions, but no higher. After some discussion, the board decided to wait and look at the fee structure overall for the District.
- 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 6:48 P.M.

XII. RETURN TO RECESSED MEETING

*Trustee Kosiara reconvened from closed session at 7:36 P.M.
No action was taken in closed session.*

Trustee Kosiara motioned to approve two days of vacation to be added to Secretary Galanopulos' schedule for calendar year 2017 and to add one additional week's vacation to Administrative Assistant Haiden's current time off allotment starting with 2017, in lieu of health insurance coverage.

The motion was seconded by Trustee Osborn.

Roll Call Vote:

Trustee Kosiara – aye

Trustee Osborn– aye

Trustee Christopher- absent

Motion carried.

XIII. ADJOURNMENT

The next regularly scheduled meeting of June 13, 2017 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 7:42 P.M. The motion was seconded by Trustee Osborn. 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 13th DAY OF JUNE, 2017

/s/ Nicholas Kosiara, President