

**GLENSIDE FIRE PROTECTION DISTRICT
MINUTES OF THE RESCHEDULED MEETING
SEPTEMBER 11, 2018 TAKING PLACE ON
SEPTEMBER 4, 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 5:30 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 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 and Controller James Howard 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 August 14, 2018 were presented for review and acceptance.

Trustee Kosiara motioned to approve and file the regular meeting minutes of August 14, 2018 and to approve, file and release to the public the closed session meeting minutes of August 14, 2018. 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
Controller James Howard provided the financial report for the month of August 2018. Mr. Howard noted that interest rates continue to go up. Mr. Howard highlighted activity during the month and added that 62% of tax incomes budgeted have been collected as well as 32% of expected ambulance fees were collected so far, up 4% over last year. He then reviewed the investments for the District and their locations across accounts. The District's budgets are on trend for the year.

Trustee Kosiara motioned to accept and file the Controller's Report as presented and pay all accounts payables and payroll as presented

for August in the amount of \$383,984.48. 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.

Chief Wood noted that the annual audit will be presented to be board at the next Trustee's meeting in October.

Chief Wood then noted that an insurance claim had been received by the District in the amount of \$69, 980.77 under the faithful performance clause of the property and casualty insurance carried by the District.

VI. LEGAL ISSUES

A. Attorney Report

Chief Wood reported that he had received an email from the attorney regarding tax objections from the calendar years of 2012 through 2016. There is a significant amount owed as a result of the tax objection that is yet to be determined for the 2015 year. The objection noted the funds as "excess accumulations".

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 Fire Commissioners held their meeting on August 17, 2018 and finalized the firefighter eligibility list to be posted on August 23, 2018. The board will hold their next meeting in October and it will be the last required meeting of the calendar year.

B. Foreign Fire Insurance Board

Chief Wood stated that the bids received for the new exhaust system for the workout room will be completed later in the meeting. DC Cassidy has met with the Village of Glendale Heights (VOGH) architect to ensure there are no VOGH concerns regarding the building.

The next meeting will take place in November, 2018.

C. DuComm Report

Chief Wood stated that DuComm made the complete switch over to the new location in Wheaton. A few bugs are being worked out as was evident with the in-house alerting system going up and down for 6-7

hours today. Additional testing and back-ups are being performed as well.

D. Other Announcements

Chief Wood informed the board that as of September 1st the District is officially with a new insurance carrier. There was discussion regarding tail coverage from the previous carrier for any outstanding claims. Chief Wood provided the attorney's recommendation to the board for consideration.

The AMITA Glen Oaks EMS coordinator open position is being filled and a Glenside Fire District Chief was asked to sit in on the interview process.

Chief Wood updated the board members on the current status of the Paramedic Services of Illinois medic contract. There is a current shortage of medics in the workforce and the State of Illinois is behind on license processing which has backed up the entire system.

Chief Wood reminded the board that the Chicagoland Memorial Golf Tournament takes place on Friday, September 7th and dinner will take place at 5:00 PM for those joining us.

On September 11th next week, Patriot Day will be recognized at the Village of Glendale Heights town hall with a ceremony at 7PM. The District will once again be participating in the silent parade as well as the evening's event.

The Northern Illinois Alliance of Fire Protection Districts (NIAFPD) Fall Seminar will take place on October 13th from 8:30 AM – 11:30 AM.

A save the date was also received from NIAFPD regarding their annual conference taking place in 2019 at the Hilton in Oak Brook on January 17, 18 and 19.

Chief Wood reported the status of an injured firefighter who is expected to return to work in early October.

Chief Wood updated the board on the status and volume for the Sharps Disposal service provided by the District.

The carbon monoxide detectors from the safety grant Chief Wood acquired have been received. A program will be implemented to ensure that the monitors are received where they are most needed in the community.

VIII. OLD BUSINESS

A. Apparatus and Facilities

Deputy Chief Cassidy reported that the quint is at EVS for a punch list of items, but will be returned for Friday's golf tournament for the flag hoist. Medic ambulance 59 is currently holding steady and the replacement or re-mount options are still being researched. The engines and quint will soon have tires replaced.

DC Cassidy noted that the HVAC project for the new fitness room will be discussed later in the meeting with the opening of bids received. In

the meantime, other preparations are being made to gather quotes for the required demo and construction work that will be needed. There is no other update to provide on facilities at this time.

B. 50th Anniversary

Patch voting took place for the final selection of the new patch for the District to kick-off the 50th anniversary next year in 2019. The choice of patch receiving the most votes was conveyed to the board members along with the percentages of employees voting for each option that was provided. 77% of employees chose the patch that was chosen to move forward with.

C. Other Old Business

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

IX. NEW BUSINESS

A. HVAC Request for Bids

Chief Wood reported that 2 bids were received by the requested deadline.

Board President Kosiara opened up the two bids. The first bid was from Hartwig Plumbing & Heating, Inc. and was for \$41,400. The second bid was received from Amber Mechanical Contractors, Inc. and was for \$58,680. Both bids will be taken under consideration by the committee and will be reviewed to ensure that all bid requirements were met within the specifications of the bids.

B. ETSB Memorandum Of Understanding

Deputy Chief Cassady addressed the Board of Trustees explaining that the memorandum of understanding between the ETSB and The Glenside Fire Protection District had been reviewed by the attorney prior to the meeting. The memorandum states that the equipment being provided is the property of the ETSB and they will provide the maintenance of said equipment as necessary. The attorney said the memorandum could be signed with the areas of concern falling upon the ETSB.

Trustee Kosiara motioned to enter into the memorandum of understanding with the ETSB of DuPage County, authorizing its signature by the board members. The motion was seconded by Trustee Christopher.

Roll Call Vote:

Trustee Kosiara – aye

Trustee Christopher – aye

Trustee Osborn - aye

Motion carried.

Trustee Osborn asked when the installation was scheduled to take place. Deputy Chief Cassady replied that while it was set for late October or early November the entire system would not be on-line until February once the system can be linked with all MDT's across the county. There was further discussion regarding the Z-Tron tone disappearing and the future for pager use by the District. DC Cassady is continuing to look into answers to these questions and concerns.

C. Station Electrical Work for Alerting System

Deputy Chief Cassady informed the board that the same company who will be completing the installation for the new alerting system in the station has provided a quote for the additional electrical work required to complete the installation. As mentioned at a previous meeting the equipment is provided but the necessary electrical work is the responsibility of the District. The quote provided power to all message boards being installed, surface wiring, etc. The quote for the work was in the amount of \$5,880.

Trustee Kosiara motioned to accept the proposal for work order #11551 from Communication Zone, Inc. in the amount of \$5,880. The motion was seconded by Trustee Christopher.

Roll Call Vote:

Trustee Kosiara – aye

Trustee Christopher – aye

Trustee Osborn - 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. ADJOURNMENT

The next regularly scheduled meeting of October 9, 2018 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 6:50 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 4th DAY OF SEPTEMBER, 2018

/s/ Nicholas Kosiara, President