

**GLENSIDE FIRE PROTECTION DISTRICT
MINUTES OF THE REGULAR MEETING
NOVEMBER 10, 2020
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 and led by Administrative Assistant Haiden.
- III. ROLL CALL:
Present were President Kosiara, Trustee Olsen, and Trustee Osborn. Trustee Osborn requested that the meeting minutes reflect that Chief Wood, Deputy Chief Cassady were present and Controller Howard was conferenced in by telephone call.
- IV. MINUTES OF PREVIOUS TRUSTEES MEETINGS
The regular and closed session meeting minutes for the Board of Trustee's meeting held on October 13, 2020 were presented for review and acceptance.

Trustee Kosiara motioned to accept, approve and file the regular meeting minutes of October 13, 2020 and to approve, file and release to the public the closed session meeting minutes of October 13, 2020. The motion was seconded by Trustee Olsen. 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 Howard covered the first six months of the fiscal year ending October, 2020 and covering 50% of the fiscal year. He noted that 99% of the estimated revenues have been received from the County so far. Operating expenditures for the month of October were also reviewed for the board. Reserves for the District are in a good position for the year so far, but the surplus monies need to last the District the remainder of the fiscal year. There were no questions or concerns.

Trustee Kosiara motioned to accept and file the Controller's Report as presented and pay all accounts payables and payroll as presented for September in the amount of \$348,143.91. The motion was seconded by Trustee Osborn.

Roll Call Vote:

Trustee Kosiara – aye

Trustee Osborn – aye

Trustee Olsen – aye

Motion carried.

B. Other Items from the Controller

The only other topic for the Controller was to discuss the Tax Levy for the District.

Chief Wood noted that the Controller's only other business with the District was under New Business. President Kosiara requested that they move to New Business, agenda item B. ORD Tax Levy.

Controller Howard requested that the board move to the handout in their binder regarding the 2020 Tax Levy.

Controller Howard then reviewed his presentation with the board noting that there was a 2.3% CPR increase over last year and that with the change in EAV (estimated assessed valuations) the District would see an approximate 2.0% increase in revenues. A public hearing is not needed in accordance with the Truth and Taxation Act. The 2020 Tax Levy will be presented to the board in Ordinance format at the December board meeting. The tax levy will be for a total of \$5,057,495 which includes the pension monies. Controller Howard completed his presentation and asked if there were any questions or concerns.

Chief Wood asked about maximizing the pension exempt line and Controller Howard replied that by best practices the pension exempt line stays within 10% of the capped pension line.

President Kosiara asked if the pension collections will keep the District on track to meet the goals of the new 2040 date. There was a brief discussion regarding the District's revenue sources, taxes and ambulance fees.

President Kosiara then asked that the board move to New Business Agenda Item A. Audit 2020 Presentation by Sikich

Brian LeFevre from Sikich LLP greeted the board and thanked them for their time. Mr. LeFevre reviewed the auditing and financial standards that were followed for the audit of the Glenside Fire Protection District. He noted that no significant change in the fiduciary funds for the Pension fund. He also explained that the management discussion and analysis section of the audit is where the District is able to provide their own opinion of the financial statement and was prepared by Controller Howard and administration.

The statement of net position is similar to a corporate net position. Mr. LeFevre reviewed the fund balance sheets for all District funds. He then explained the net position of the District and the impact the inclusion of the fire pension fund made. He also remarked that pension tier two benefit changes were anticipated in the future along with the pension consolidation coming from the State of Illinois next year. The State is anticipated to redefine a new rate of return for the pension fund

to include in their numbers next year. There was continued discussion on the changes anticipated for the Fire Pension fund in the future. Investments should be moved to the consolidated fund in 2022 and will be shared across all contributors. A new pension board is being created and will begin to serve in January, 2021. President Kosiara noted that hopefully the new consolidated efforts will yield better investments for all.

Mr. LeFevre completed his review of the audit noting that the year went smoothly. There were no questions or concerns from the board members. Mr. LeFevre's team and efforts were also praised by administration.

Mr. LeFevre left the meeting at 6:14 PM and Mr. Howard ended his conference into the meeting.

VI. LEGAL ISSUES

A. Attorney Report

Chief Wood said there was nothing to report on.

B. Other items from the Attorney

Chief Wood stated that there were none.

VII. ANNOUNCEMENTS

A. Fire Commissioners

Deputy Chief Cassidy stated that the next Fire Commissioners meeting is tentatively scheduled to take place on Thursday, November 19, 2020 where they will wrap-up on the Lieutenant's exam process.

B. Foreign Fire Insurance Board

Chief Wood reported that the board's next meeting will take place in November 23rd. The board is considering some sample chairs for the training room.

C. DuComm Report

Chief Wood said that meeting was held today and due to some COVID related cases in the building was held remotely. There was discussion on the number of special entries taking place with over 500 Covid related calls daily. Deputy Chief Cassidy had nothing to add.

D. Other Announcements

Chief Wood reported that a drive through test will be available to residents on November 12th and 19th through the Village of Glendale Heights.

In efforts to keep the virus at bay in the station the air handlers will run all the time so that the air will be UV lighted on a consistent basis.

DuPage County received \$161 million in Covid relief funds with a portion marked to go to the fire departments. Just over \$196,000 was

earmarked for the Glenside Fire Protection District to receive. The grant paperwork was completed and submitted to the County.

Election Day was held on November 3rd and the District continued to be a voting election location. With nicer weather that week, the election judges were placed on the apparatus floor of the station. The station was then deep cleaned from an outside agency the day after.

Village of Glendale Heights Christmas sharing program will look a little different this year and they will be requesting to receive only monetary donations. Administration will collect on behalf of the effort.

The chest compression device previously discussed will go out for bid as the cost is in excess of approximately \$38,000. Two devices will be needed to include on both frontline ambulances. The request for bid will include a specific written detail for the brand the District has chosen to purchase.

As information on personnel, Paramedic Zielinski will be transitioning to contract PSI part-time as he will be starting nursing school in January. Interviews for a new full-time contract medic are taking place soon in anticipation of this change.

The Village of Glendale Heights business license renewal was received. There are specifics to registration for the vending machines in the station that the DC will contact them on.

III. OLD BUSINESS

A. Apparatus and Facilities

Deputy Chief Cassady noted that the old bureau car has been picked sold and picked up by the buyer. The old mule will be going up for auction once the decals are removed.

The new fire engine committee will meet next on December 7th.

Currently an engine and ambulance are being brought to Emergency Vehicle Services for prevention maintenance.

B. Other Old Business

Chief Wood stated that there was no other old business.

IX. NEW BUSINESS

A. Audit 2020 Presentation by Sikich

This agenda item was covered earlier in the meeting.

B. ORD Tax Levy

This agenda item was covered earlier in the meeting.

C. Health Insurance 2021

Chief Wood and the administrative staff met with the insurance provider in anticipation of the 2021 new rates. The overall change for health insurance premiums will be a 2.4% increase. The District will not be

looking for cost comparisons this year. There will be a change in the six active plans that the District holds.

D. Disposal of Local Records Filing

Administrative Haiden explained that the District will be preparing for the disposal of records with the State of Illinois once again. The change this time will be that instead of one Records of Disposal Application for the District, we will need to create and file applications for each board separately. It is anticipated to submit the new applications to the State in December and be able to dispose of records sometime in January.

E. Ratification of Separation Agreement

This agenda item will be held for closed session.

F. Firefighter Vacancy

This agenda item will be held for closed session.

G. Employee Benefits

This agenda item will be held for closed session.

H. Other New Business

Chief Wood stated that there was no other new business.

X. PUBLIC COMMENTS/QUESTIONS

There were none.

XI. CLOSED SESSION

Trustee Kosiara motioned to recess 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)(8) of the Act (pending, probable or imminent litigation) at 6:42 P.M. The motion was seconded by Trustee Osborn.

XII. RETURN TO RECESSED MEETING

Trustee Kosiara motioned to return to reconvene to from closed session at 7:17 P.M. 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.

No action was taken in closed session.

Trustee Kosiara motioned to ratify the separation agreement between The Glenside Fire Protection District and Scot Isaac Evans. The motion was seconded by Trustee Osborn.

Roll Call Vote:

Trustee Kosiara – aye

Trustee Osborn – aye

Trustee Olsen – aye

Motion carried.

The agreement was signed by President Kosiara and Secretary Osborn.

Trustee Kosiara motioned to direct the Fire Commissioners Board to hire a new firefighter from the current eligibility list. The motion was seconded by Trustee Osborn.

Roll Call Vote:

Trustee Kosiara – aye

Trustee Osborn – aye

Trustee Olsen – aye

Motion carried.

XIII. ADJOURNMENT

The next regularly scheduled meeting of December 8, 2020 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 7:18 P.M. The motion was seconded by Trustee Olsen. 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 8th DAY OF DECEMBER, 2020

/s/ Nicholas Kosiara, President