

**GLENSIDE FIRE PROTECTION DISTRICT
MINUTES OF THE REGULAR MEETING
NOVEMBER 14, 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 5:31 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 October 10, 2017 were presented for review and acceptance.

Trustee Kosiara motioned to approve and file the regular meeting minutes of October 10, 2017 and to approve, file and release the closed session meeting minutes of October 10, 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
James Howard provided the financial report for the month of October 2017 noting that half of the fiscal year has been completed and the District is at 50% of their budget. Mr. Howard highlighted activity during the month for incomes saying that revenues overall were down slightly by three percent from last year. He also reviewed the investments for the District. The District's budgets are on trend for the year.

Chief Wood noted the correction to the interest percentages, stating that a stronger relationship with MB Financial was being established. He also noted that a certificate of deposit with Parkway Bank was maturing in early December and the reinvestment of those funds was being evaluated.

Trustee Kosiara motioned to accept and file the Controller's Report as presented and pay all accounts payables and payroll as presented for October in the amount of \$324,289.72. The motion was seconded by Trustee Christopher.

Roll Call Vote:

Trustee Kosiara – aye

Trustee Christopher – aye

Trustee Osborn - aye

Motion carried.

B. Tax Levy

Controller Howard provided a handout to the members of the Board and reviewed the presentation, first reviewing the 2017 highlights. He stated that 91% of the District's revenue comes from taxes. The CPI for 2017 is 2.1% and the EAV increase is estimated at 2%. Because the overall budget for the District will be lower for 2017's tax levy the District does not require a hearing, nor a Truth in Taxation Act.

Controller Howard went on to review the two proposed options for the 2017 tax levy. Both options included reduction scenarios due to the ending of the District's Bonds. The District will have bond notes remaining for one more fiscal year. The first option increased the non-cap Pension fund, while the second option pulled the needed \$84,000 for the Pension fund from the operating budget. In both options the impact to the tax payer would actually be flat or go down \$1 from today's total tax rates.

Chief Wood said that the proposal was reviewed by Attorney Flaherty and his recommendation was for proposal number 2. Attorney Flaherty also reiterated that a public hearing would not be required by the District this year.

C. Other Items from the Controller

There were no other items from the Controller.

VI. LEGAL ISSUES

A. Attorney Report

Chief Wood stated that the attorney will be present at the December meeting.

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 Board of Commissioners met in October for their last regular meeting of 2017.

The next regular scheduled meeting will take place on January 18, 2018. Commissioner Guzman will be attending training in early November through the Illinois Fire & Police Commissioners organization.

Deputy Chief Cassidy went on to say that currently the consortium with College of DuPage firefighter testing will include Glenside and Lisle-Woodridge Fire Protection District.

B. Foreign Fire Insurance Board

Chief Wood stated that the November meeting was postponed and rescheduled for December 4, 2017.

The check from the Illinois Municipal League was received by the District and will be provided to the Foreign Fire Insurance Board in the amount of \$30,156.43.

Chief Wood also stated that the firefighter cancer screening organization has reached out and will be arranging for a disease detection group with live dogs for those who wish to be screened.

C. DuComm Report

Chief Wood said the proposed meeting schedule for 2018 will be changed to every other month. The new facility is ahead of schedule and anticipated to be occupied in April 15, 2018. ACDC is anticipating the completion of its new facility in March, 2018

DuComm will be submitting for their CALEA (Commission on Accreditation for Law Enforcement) for best business accounting standards. They will also be submitting for a grant in 2018 to pay for the process, but will have two years to use the grant money if it is received. It was recognized that this would be a benefit to all of its members.

A re-evaluation of the DuComm fees associated with their members' shares is being reviewed. The current fees are based on each member's EAV, but this could change to a different factor including call volume, average number of calls, etc. or a blend of factors. Chief Wood said this will affect the budget line for the expenses associated.

D. Other Announcements

Chief Wood reported that Jim Turi's family sent a thank you for the donation made in Jim's name.

Don Sparks is a 20 year member of the District and is retiring to work and live with family in Missouri. Don is hoping to move into an instructor role over the next couple of years. His last day on shift will be Tuesday, November 21st. An announcement will go out tomorrow.

The worker's compensation rates for 2018 have been received from Illinois Public Risk Fund and are down 12% from last year's premiums.

There is a meeting tomorrow with the health insurance representative to talk about the 2018 health insurance rates and options. The anticipated increase is between 12 and 22%.

Annexation on a North Avenue property currently falling in the Bloomingdale Fire Protection District was reviewed and requested to the Bloomingdale Fire PD Board of Trustees. The annexation into the Glenside District was denied, even though Bloomingdale must travel through the town of Glendale Heights to respond. Bloomingdale has an agreement with the Addison Fire Protection District to cover this property.

Chief Wood and Deputy Chief Cassady have a meeting with St. Matthew's Parish Pastor and representative, Father Jerome Kish. Father provided a 24 hour phone number for contacting a chaplain in the event it is needed. Chief Wood said this is a redundancy effort to have a back up to Pastor Kass from Faith in Family Church.

Chief Wood stated that negotiations with the union will begin in early 2018. A new three year bargaining contract will need to be established by May 1, 2018. Lieutenant Chris Cavanaugh, Acting Officer Jeff Hammond and Firefighter Joe Taylor will be the representatives from the union side.

The District will have its first intern donating 600 hours of time from February through May of 2018. There is no compensation for the intern position and is in cooperation through Western Illinois University. The intern's name is Jordan Francik and he is a current EMT-B with aspirations to become a full-time firefighter. There will be a variety of assignments and projects for the intern on both the firefighter and administration side of the business.

The administration staff will be doing their annual Christmas shopping the first week of December. Mittens on the Village's tree will be available after November 17th for pickup.

Christmas thank you letters will be prepared and electronic signature for the Trustees is acceptable to use.

After the New Year, the anniversary committee will be established and will begin to be placed on the Trustee's agenda in preparation for the District's 50th anniversary in 2019.

The 174 E. Fullerton property has had the fence removed and some wood furniture added to its contents for training purposes. A tax exemption request is being completed and filed with DuPage County.

VIII. OLD BUSINESS

A. Apparatus and Facilities

Deputy Chief Cassady reported that Medic 58 is at Rush International Trucking for engine issues. Medic 58 also had a minor vehicle accident with a building.

Engine 59 is at Emergency Vehicle Services for weld issues on the cab.

The antennae being looked into to provide microwave communications between the District building and DuComm has been placed on hold. DuComm is paying for a high speed dedicated line through Comcast for the next four years to fulfill the need.

The annual generator inspection revealed that the generator is in need of some repairs. The generator was estimated to be approximately 17 years old.

B. Security Upgrades

Chief Wood reported that Sound Inc. was on site the last two days to complete camera upgrades and everything should be completed by the end of the week.

The west side camera on our building is now aimed at the 174 property for added security.

C. Lexipol

Deputy Chief reported that we received one survey from a department currently using the software and we are waiting on feedback and evaluations of the system from the remaining departments. DC Cassidy also said that Bloomingdale used the software for one year and has since dropped the agreement to continue. An overall evaluation will be provided once more information is collected.

D. Other Old Business

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

IX. NEW BUSINESS

A. NIAFPD Conference January 25-27

Trustee Kosiara reported that the Northern Illinois Alliance of Fire Protection Districts will take place this year from January 25 through the 27th. A full sixteen hours of pension Trustee training can be obtained from the conference attendance. The conference will take place in Oak Brook Hills again this year.

Trustee Kosiara will be serving as President of NIAFPD at this conference.

Attendance and lodging requests should be made to administration for registration.

B. Surplus Items

A surplus list of items is being collected and a Resolution will be prepared for the December board meeting.

C. 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.

XII. RETURN TO RECESSED MEETING

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

No action taken in closed session.

XIII. ADJOURNMENT

The next regularly scheduled meeting of December 12, 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 7:17 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 12th DAY OF DECEMBER, 2017

/s/ Nicholas Kosiara, President