

**GLENSIDE FIRE PROTECTION DISTRICT
MINUTES OF THE REGULAR MEETING
MAY 8, 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 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 April 10, 2018 were presented for review and acceptance.

Trustee Kosiara motioned to approve and file the regular meeting minutes of April 10, 2018 and to accept, file and release the closed session meeting minutes of April 10, 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 April 2018 noting that not all fiscal end of year adjustments have been made. Mr. Howard also provided a review of revenues and year to date totals. He noted that all operations were under budget across all categories and that the District had good liquidity. He then reviewed the investments for the District and their locations across accounts. He then recommended to the Board that they transfer \$300,000 to the capital fund with \$100,000 coming out of the General Fund and \$200,000 from the Ambulance Fund.

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 \$346,139.76. The motion was seconded by Trustee Christopher.

Roll Call Vote:

Trustee Kosiara – aye

Trustee Christopher – aye

Trustee Osborn - aye

Motion carried.

Trustee Kosiara motioned to transfer \$100,000 from the General Fund and \$200,000 from the Ambulance Fund to be placed in the Capital Fund totaling \$300,000 as an end of the year transfer of funds. The motion was seconded by Trustee Christopher.

Roll Call Vote:

Trustee Kosiara – aye

Trustee Christopher – aye

Trustee Osborn - aye

Motion carried.

There was discussion regarding the Pension Fund and the mandatory funding. Mr. Howard reminded the board that the Pension Fund as mandated by IL law is to be funded at 90% by the year 2040. He recommended that no transfer of funds take place this year into the Pension Fund, as a large amount had been completed in the last fiscal year. The board concurred.

B. 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 review of the PSI Contract and Resolution had been completed. The annexation of properties on North Avenue is moving forward and the attorney will be providing the guidance needed to complete the annexations. Several legislative updates from Attorney Flaherty were provided to the Chief but they held no great importance to be noted at the meeting.

B. Other items from the Attorney

There were no other items from the Attorney.

Trustee Kosiara asked that the board move to agenda item New Business, A. Sawyer Falduto Asset Management Presentation to respect the time of our guest.

Mr. Tom Sawyer provided handout presentation booklets to each of the board members, Chiefs and Administrative Assistant. Mr. Sawyer

introduced himself and said that the presentation was a follow-up to the conference call held last month with Chief Wood, DC Cassidy, Controller Howard and Admin Haiden.

He reviewed the risk management parameters for the District's funds and noted the performance review tab of funds. He clarified that in the bond industry the District will often see negative returns over periods of time, because they do not collect the interest until the bond is called for and cashed in. He also noted that the long term rate of return has been near 2% consistently since the inception of the account.

The board thanked Mr. Sawyer for his time and clarification of terms.

VII. ANNOUNCEMENTS

A. Fire Commissioners

Chief Wood stated that the next regular Fire Commissioners meeting will take place on May 17, 2018. The board set the number of oral interviews to 45 candidates. Interviews for 30 candidates will take place on May 17, 18 and 19th. The remainder have not scheduled an interview time.

B. Foreign Fire Insurance Board

Chief Wood stated that the request for proposal for the new exhaust system for the workout room on the basement floor will be moving forward. The next meeting will take place in May, 2018.

C. DuComm Report

Chief Wood stated that the new DuComm facility will have a ribbon cutting and open house on July 10th. The public opening is scheduled for July 14th and cutover from the old facility will take place on August 1st. The ETSB has secured a \$3.5 million grant for improvements to the station alerting system throughout DuPage County. Implementation is taking place in 2018.

Trustee Kosiara updated the trustees on the DuComm Board of Director's meeting stating that the building is still on target for expenses. Chief Wood stated that a thank you was received for the gift card dropped off for Telecommunicator's week.

An invoice was received by the District for the new facility cost to all agencies. There is a choice of a one-time debt payment or it can be disbursed over 13 years.

Trustee Kosiara motioned to pay and satisfy the new facility debt to DuComm Services in the amount of \$45,865.00. The motion was seconded by Trustee Christopher.

Roll Call Vote:

Trustee Kosiara – aye

Trustee Christopher – aye

Trustee Osborn - aye

Motion carried.

D. Other Announcements

There were 12 injured citizens we know of from the bonfire accident that occurred in our District. Three are still at Loyola in the burn unit and two are in ICU. Their status continues to be monitored. Last Wednesday, the District put on a demo next door at the training facility as to the dangers that can occur around bonfires when gasoline is introduced. The majority of comments received were positive and some said it occurred too soon after the incident. The message was delivered and several news media were present.

The VFIS loss claim was initially denied and is being re-evaluated at the crime and liability side of the insurance coverage.

The Village of Glendale Heights provided a business appreciation certificate to Chief Wood who attended their most recent meeting. The certificate recognized the Glenside Fire Protection District for its years of business in the Village.

Chief Wood reported that the FEMA Grant that had been applied for a new gear wash machine has been rejected. There is still an IL OSFM grant the District applied for that is outstanding.

Superintendent Vicki Tabbert is retiring from District 16 and will have a farewell in May.

VIII. OLD BUSINESS

A. Apparatus and Facilities

Chief Wood reported that there was a broken pipe in the wall on the second floor. A hose faucet on the wall in the grill area ruptured and leaked and caused some water damage in the admin conference room. The faucet has been capped and will not be used in the future.

All apparatus is currently in service.

Chief Wood reported that blackout curtains have gone up in the training center. MABAS Division 12 will be holding a drill for 2 days later this month utilizing our facility.

B. 50th Anniversary

The committee is progressing with submissions for a new patch for next year. The next meeting is anticipated to be held in June.

C. Emergency Medical Services Proposal

Trustee Kosiara and Trustee Osborn signed two original contracts between the Glenside Fire Protection District and Paramedic Services of Illinois.

D. Other Old Business

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

IX. NEW BUSINESS

A. Sawyer Falduto Asset Management Presentation

This agenda item was completed earlier in the meeting.

B. Resolution 2018-002 Retirement Healthcare Funding Plan

Trustee Kosiara motioned to adopt Resolution 2018-002 Glenside Fire Protection District Resolution of the Corporate Authority Relating to a Retirement Healthcare Funding Plan. The motion was seconded by Trustee Christopher.

Roll Call Vote:

Trustee Kosiara – aye

Trustee Christopher – aye

Trustee Osborn - aye

Motion carried.

C. Appropriation Budget 2018 – 2019

A copy of the legal notice was provided to the board of trustees. The legal notice meets the requirements to pass the appropriation budget at the June, 2018 meeting.

D. Property/Liability Insurance

Chief Wood updated the board on the request to compare vendor pricing for the District's property and liability insurance coverages. Comparisons were last made three years ago.

E. Other New Business

Both Chiefs met with AT&T representatives regarding 1st Net, a dedicated network for emergency responders. The current Verizon invoice was reviewed for usage levels and was reduced.

The Chiefs contracts will be presented to the board at the June board meeting.

Chief Wood discussed employment options in the Fire Prevention Bureau and is looking to staff an additional part-time fire inspector.

X. PUBLIC COMMENTS/QUESTIONS

There were no public comments.

XI. ADJOURNMENT

The next regularly scheduled meeting of June 12, 2018 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 6:57 P.M. The motion was seconded by Trustee Christopher. Trustee Christopher 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 JUNE, 2018

/s/ Nicholas Kosiara, President