

**GLENSIDE FIRE PROTECTION DISTRICT
MINUTES OF THE REGULAR MEETING
JULY 10, 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 Trustees 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 Deputy Chief Cassady were also in attendance. The Controller was absent.
- IV. MINUTES OF PREVIOUS TRUSTEES MEETINGS
The regular and closed session meeting minutes for the Board of Trustees meeting held on June 12, 2018 were presented for review and acceptance.

Trustee Kosiara motioned to approve and file the regular meeting minutes of June 12, 2018 and to approve, file and release to the public the closed session meeting minutes of June 12, 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
Chief Wood provided the financial report for the month of June 2018. Chief Wood highlighted the income for property taxes and ambulance fees received by the District. Chief Wood noted that the expenses were listed by account and were typical of expenses for the month.

Trustee Kosiara motioned to accept and file the Controller's Report as presented and pay all accounts payables and payroll as presented for June in the amount of \$392,604.52. 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

Chief Wood noted that the audit fieldwork had been completed by Sikich and their presentation of the annual audit is anticipated for the August board meeting.

VI. LEGAL ISSUES

A. Attorney Report

Chief Wood stated that the attorney will be present at the August board meeting to process the annexation of two properties, D&M Motor Sports and Kingbrook Realty. A public hearing will also take place at the next meeting.

B. Other items from the Attorney

There were no other items from the Attorney.

VII. ANNOUNCEMENTS

A. Fire Commissioners

Deputy Chief Cassidy noted that the Board of Commissioners will meet again in August when they will address the assignment of preference points as requested by the candidates. The attorney has reviewed the requests and designated the allotment of all preference points as earned. The board will approve the final eligibility roster and replace the current list which expires on August 23, 2018.

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 was completed in-house and will now be reviewed by the attorney. Additional information will be provided later in the agenda.

The next meeting will take place in August 13, 2018.

C. DuComm Report

Chief Wood stated that there was a special call for a Chief's meeting next week to replace the canceled one for this week. He also noted the new DuComm facility will have a ribbon cutting and open house on July 10th. The public opening is scheduled for July 14th from 1:30 – 4:30 PM. The cutover from the old facility will take place on August 1st.

President Kosiara noted that the DuComm Executive Board is pleased with the progress of the new facility and noted they were under budget and on time, completing the project in under 15 months. This exceeded the board's expectations for the project.

D. Other Announcements

Chief Wood announced that the Glendale Heights Fest will be taking place this week and the carnival is in town. Fireworks will be on Wednesday and Sunday nights. Sunday's show is expected to be larger than normal to make up for last year. The Mass Casualty trailer is in house for the event. Narcan antidotes have been placed in the go-bags this year and training of all personnel has taken place.

Trustee Kosiara reminded everyone that Glendale Heights Jr. Women's Club will be doing their annual Bingo nights at the fest as well. They will be recognizing the police department on Thursday night, fire departments on Friday and armed services and veterans on Saturday evening.

Chief Wood informed the Board members that the District was selected by First Alert as one of 60 fire departments across the nation to receive either smoke or CO detectors. Chief Wood said they will be choosing to receive 60 CO detectors and will work to get those donated items to those most at risk within our community.

Several Glendale Heights Police Department retirements are taking place, including Sgt. Mike Skopek, Sgt. Rhonda Kirstein and Sgt. Roger Nott. Chief Wood, Trustee Osborn and a guest will be attending the retirement dinner held at the golf club.

Chief Wood provided an update regarding the Fire Prevention Bureau and the open Fire Inspector position for the District. There will be two additional interviews taking place this Thursday.

Chief Wood provided an update on the fire pit burn victim from the incident that occurred in May of this year, stating that she had been transferred to a rehab facility in Galveston, TX. This is one of the premiere facilities in the country for burn rehabilitation.

Chief Wood said that the disease detection and cancer dogs visited the station for those who wanted to continue with the process. Some individuals were recommended to go for follow-ups with their primary care physicians.

VIII. OLD BUSINESS

A. Apparatus and Facilities

Deputy Chief Cassady reported that ambulance Medic 59 is back in the station but the injector issues still continues with the vehicle. Emergency Vehicle Services is continuing to try to address the issue.

A walk-thru to finalize the new station alerting system took place in early July. The new ETSB base package has been approved and makes provisions for some base equipment, as well as being able to be integrated into our station. The two-tone alerting will go away. A concern from the Trustees was expressed regarding their pagers. It was explained that the overall effort for the changes was to reduce the radio congestion and dispatching response time. Installation of the new system will be covered by the base costs, but there will be a need for

some additional electrical expenses to provide power in some necessary areas of the station.

B. 50th Anniversary

Patch voting took place among the District's members. The results will be evaluated and considered at a meeting scheduled for the end of July.

C. Chief and Deputy Chief Contracts

To be addressed in closed session.

D. Property and Casualty Insurance

Chief Wood informed the board that he had met with Ideal Insurance/VFIS' representative regarding the upcoming renewed insurance contracts for the District's property/casualty and accident/sickness coverages. The renewal is scheduled for early September.

Representatives from Corkhill Insurance will provide two additional coverages for consideration.

E. Other Old Business

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

IX. NEW BUSINESS

A. HVAC System Bids

Chief Wood informed stated that the publication for the request for bids has been published in the Daily Herald and bid packets are available to be picked up. There is a mandatory attendance meeting for potential vendors on August 1st. All bids are due on September 4, 2018 by close of business at 4:30 PM. They will be opened at the rescheduled board meeting that evening. To date four packets have been provided to requesting vendors.

Trustee Osborn asked what the anticipated completion date was for the project. Chief Wood noted that it was anticipated for early 2019.

B. NFFF Sponsorship

There was discussion regarding the National Fallen Firefighters Foundation Chicagoland Memorial Golf Tournament sponsorship.

Trustee Kosiara motioned to approve and to sponsor the NFFF Chicagoland Memorial Golf Tournament for 2018 at the \$1,500 level which is to be recognized at the Gold Level in combination with the Glenside Firefighters Association Local 3277 sponsorship of \$1,500 as well. The motion was seconded by Trustee Christopher.

Roll Call Vote:

Trustee Kosiara – aye

Trustee Christopher – aye
Trustee Osborn - aye
Motion carried.

C. Occupational Health Services

Chief Wood provided handouts to the board members stating he had met with AMITA & Physicians Immediate Care regarding the search for a new company for occupational health services for the District. The Chief recommended that the District consider going with AMITA taking into consideration their locations available and price list that was provided. Glenside, Bloomingdale and Carol Stream Fire Protection Districts are all looking at AMITA for transition of services. Services would include annual physicals, injuries and return to work evaluations as well as random drug screens of employees. It was noted that this year's annual physicals would be completed by end of week.

D. Other New Business

Chief Wood said he was looking for opinions from the board members regarding opening up the opportunity for record disposal of personal documentation as the District is preparing to dispose of their records. The board agreed to offer the service to the current employees at a maximum of one box of information, anything after that would be at the employee's cost.

X. PUBLIC COMMENTS/QUESTIONS

There were no public comments.

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)(11) of the Act (pending, probable or imminent litigation) at 6:26 P.M. The motion was seconded by Trustee Christopher.

XII. RETURN TO RECESSED MEETING

Trustee Kosiara motioned to reconvene from closed session at 6:40 P.M. Trustee Christopher seconded the motion.

No action was taken in closed session.

XIII. ADJOURNMENT

The next regularly scheduled meeting of August 14, 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 6:42 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 14th DAY OF AUGUST, 2018

/s/ Nicholas Kosiara, President