

**GLENSIDE FIRE PROTECTION DISTRICT
MINUTES OF THE REGULAR MEETING
JUNE 12, 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, Deputy Chief Cassady and Mr. Brad O'Sullivan for Controller James Howard were also in attendance.

PUBLIC HEARING

President Kosiara requested that the public hearing be opened at 5:31 PM to the public for consideration of the District's Annual Budget and Appropriations for the 2018-2019 fiscal year.

President Kosiara requested that the public hearing be closed at 5:32 PM having heard no comments from the public.

- IV. MINUTES OF PREVIOUS TRUSTEES MEETINGS
The regular session meeting minutes for the Board of Trustees meeting held on May 8, 2018 were presented for review and acceptance.

Trustee Kosiara motioned to approve and file the regular meeting minutes of May 8, 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
Mr. O'Sullivan provided the financial report for the month of May 2018. Mr. O'Sullivan highlighted activity during the month and added that 8% of the new fiscal year has been completed. The District did receive some large property tax incomes in May and noted that they can be attributed to "pre-pays" on property taxes from residents who utilize this feature for tax purposes. An increase of interest rates was noted on several bank accounts. 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 May in the amount of \$285,183.60. 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 reported that the audit was underway and Controller James Howard was present at the kick-off meeting.

Trustee Kosiara requested that the board move to New Business, Agenda Item A. for consideration of the Controller's time.

Mr. O'Sullivan reported that the board was being presented with a balanced budget for the fiscal year of May 1, 2018 through April 30, 2019. An allotted amount of \$300,000 was been budgeted to transfer into the Capital Fund from the operating funds. He also noted the separation of debt from the District with the end of the Notes owed by the District. The DuComm payment for pre-payment of facility costs has also been completed.

Trustee Kosiara motioned to adopt Ordinance 2018-183 Ordinance Providing for Budget and Appropriation of the Glenside Fire Protection District DuPage County, Illinois for the Fiscal Year Beginning May 1, 2018 and Ending April 30, 2019. The motion was seconded by Trustee Christopher.

Roll Call Vote:

Trustee Kosiara – aye

Trustee Christopher – aye

Trustee Osborn - aye

Motion carried.

VI. LEGAL ISSUES

A. Attorney Report

Chief Wood stated that an annexation hearing will take place in July regarding two properties in the District. The owners will be notified by the attorney.

- B. Other items from the Attorney
There were no other items from the Attorney.

VII. ANNOUNCEMENTS

A. Fire Commissioners

Deputy Chief Cassady stated that candidate interviews were held over four days by the Fire Commissioners. An initial eligibility register will be posted with 26 names. Eligibility for preference points will be extended to the candidates.

The next regular Fire Commissioners meeting will take place in August, 2018.

B. Foreign Fire Insurance Board

Chief Wood stated that the board held a meeting on Monday, June 11th and addressed the request for proposal for the new exhaust system for the workout room on the basement floor. A mandatory meeting on August 1st will be required for all vendors interested in placing a bid for the work.

The board then discussed the time tables involved with the proposal and the next regularly scheduled meeting. It was determined that the September Trustees's board meeting will be scheduled for September 4, 2018 at 5:30 PM instead of September 11, 2018. The due date for the sealed bids will be September 4th at 4:30 PM and they will be opened at the board meeting.

Firefighter Hammond has arranged for the cancer screening dogs to be at the station on June 26th and June 27th for those still interested in being screened.

The next Foreign Fire meeting will take place in August, 2018.

C. DuComm Report

Chief Wood stated that the new DuComm facility ribbon cutting and open house will take place on July 10th. The public opening is scheduled for July 14th and cutover from the old facility will take place on August 1st.

D. Other Announcements

Chief Wood announced that the Glendale Heights Fest will take place in July from the 11th through the 15th and is anticipating a bigger fireworks show this year to make up for last year.

The Illinois Public Risk Fund Safety Grant for 2018 has been received by the District. The grant is used for items related to firefighting that promote more safe environments and to personnel. The grant check, in the amount of \$15,023 was received and deposited.

Northwestern Business Occupational Health office will be closing. The District currently utilizes them for annual physicals, new hires and

random drug screens. We are working on a new vendor for future use, more information to follow as we progress through the process.

The Village of Glendale Heights Charity Classic will take place on Friday with dinner scheduled at 3:00 PM.

A thank you was received from the Illinois Fire Safety Alliance for the news release and awareness on fire pit dangers and our efforts to educate the public. Chief Wood provided a brief update on the patients that Glenside transported.

Payment of property taxes in arrears for the training center house were paid for at the County building before June 1st.

An interview with a candidate took place for the open part-time Fire Inspector position. The position will still be posted publicly as we are an equal opportunity employer.

The Glendale Heights IL Chamber of Commerce Resource Guide for 2018 has been released and the District's ¼ page ad appears in the guide.

VIII. OLD BUSINESS

A. Apparatus and Facilities

Deputy Chief Cassidy reported that ambulance Medic 59 is the older ambulance in the fleet and is out of service again for its injector replacement for a second time this year. Consideration to move the vehicle up on the replacement schedule is being made and researched further. There was discussion regarding purchasing an entire new vehicle or moving the current cab to a new chassis. The Deputy Chief will investigate the options.

Emergency Vehicle Services is continuing to assist with the fleet's routine maintenance work.

Deputy Chief Cassidy reported that parking lot lines will be farmed out this year and not done in house.

B. 50th Anniversary

This agenda item is on hold.

Patch suggestions have been collected and a committee meeting will be scheduled for late June or early July.

C. Other Old Business

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

IX. NEW BUSINESS

A. Ordinance 2018-183 Appropriation Budget 2018-2019

This item was covered earlier in the agenda.

B. Resolution 2018-004 Prevailing Wage

Trustee Kosiara motioned to adopt Resolution 2018-004 A Resolution Adopting the Prevailing Wage Rates for Laborers, Mechanics and Other Workers on Public Works of the Glenside Fire Protection District, DuPage County, Illinois. The motion was seconded by Trustee Christopher.

Roll Call Vote:

Trustee Kosiara – aye

Trustee Christopher – aye

Trustee Osborn - aye

Motion carried.

President Kosiara reported that there was some activity in Springfield to end this requirement.

C. Chief and Deputy Chief Contracts

Chief Wood reported that the attorney has not yet approved the final agreements and this agenda item will be cared for at the July board meeting.

D. Commissioner Appointment

President Kosiara noted that a letter was received from Commissioner John Tautkus showing interest in continuing on as a Commissioner with The Glenside Fire Protection District in his current role.

Trustee Kosiara motioned to re-appoint John Tautkus to the position of Commissioner with the Glenside Fire Protection District for another three-year term with the Board of Commissioners. The motion was seconded by Trustee Christopher.

Roll Call Vote:

Trustee Kosiara – aye

Trustee Christopher – aye

Trustee Osborn - aye

Motion carried.

E. Property/Liability Insurance

Chief Wood noted that a preliminary meeting had been held with Corkhill Insurance representatives and guidance on a request for proposal was being discussed with legal counsel.

F. 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 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 6:40 P.M. The motion was seconded by Trustee Christopher.

XII. RETURN TO RECESSED MEETING

Trustee Kosiara motioned to reconvene from closed session at 6:47 P.M. Trustee Christopher seconded the motion.

No action was taken in closed session.

XIII. ADJOURNMENT

The next regularly scheduled meeting of July 10, 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 6:47 P.M. The motion was seconded by Trustee Christopher. 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 10th DAY OF JULY, 2018

/s/ Nicholas Kosiara, President