

**GLENSIDE FIRE PROTECTION DISTRICT  
MINUTES OF THE REGULAR MEETING  
JANUARY 9, 2024  
OF THE BOARD OF TRUSTEES AT 4:30 P.M.**

- I. CALL TO ORDER:  
President Kosiara called to order the regular meeting for Glenside Fire Protection District Board of Trustee's at 4:30 P.M.
- II. PLEDGE TO THE FLAG:  
The pledge of allegiance to the flag was recited and led by Chief Cassady.
- III. ROLL CALL:  
Present were Trustee Kosiara, Trustee Osborn and Trustee Foss. Trustee Osborn requested that the meeting minutes reflect that Chief Cassady, Deputy Chief Buccola, and Administrative Assistant Laura Haiden was 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 December 12, 2023 were presented for review and acceptance.

*Trustee Kosiara motioned to accept, approve and file the regular meeting minutes of December 12, 2023 as presented. The motion was second by Trustee Osborn. Trustee Kosiara asked the record to reflect that there was unanimous approval of the motion with all members in attendance voting.*

*Trustee Kosiara motioned to accept, approve, release to the public and file the closed meeting minutes of December 12, 2023 as presented. The motion was second by Trustee Foss. 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 Cassady covered the monthly report for Controller Howard. He reviewed the past month of the fiscal year ending December, 2023. The interest amount earned on the Fifth Third account has been increased per our banking representative.  
Chief Cassady also noted that a 2022 Pension Fund error occurred with the tax receipts from DuPage County. The District will re-allocate the funds received to the Glenside Pension Fund after a review of income amount.  
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 December in the amount of \$644,907.56. The motion was second by Trustee Osborn.*

*Roll Call Vote:*

*Trustee Kosiara – aye*

*Trustee Osborn – aye*

*Trustee Foss – aye*

*Motion carried.*

B. Other Items from the Controller

There were no other items from the Controller.

VI. LEGAL ISSUES

A. Attorney Report

Chief Cassady said this agenda item will be held for closed session.

B. Other items from the Attorney

There were no other items.

VII. ANNOUNCEMENTS

A. Fire Commissioners

Chief Cassady noted that Commissioners next meeting will be held on January 18, 2024.

B. Foreign Fire Insurance Board

Chief Cassady noted that they did not meet this month. Chief Cassady covered a power point (prepared by Acting Officer Brian Hauser) detailing the new watch desk that the Foreign Fire board would like to have built on the apparatus floor for the District. A variety of other department's watch desks were shown for examples. Chief noted it would be a more permanent fixture used for the daily crew and training. The board encouraged them to move forward with the project. They will meet next on February 12, 2024.

C. Decennial Committee

The Chief informed the board that a final draft would be completed in the upcoming weeks for review before the final meeting in February, 2024. Chief Cassady noted that he has been incorporating several recommendations provided by the Decennial members.

D. DuComm Report

Chief Cassidy reported that the Deputy Director resigned as of December 19, 2023. The Acting Director is still covering for Director Robb as she is anticipated to be out until February.

The Sheriff's Office is looking to join DuComm by May 1, 2024. It is not yet approved and an analysis of the volume is being completed to determine if one additional dispatcher is enough.

Glenside finished off the year with 2,761 calls in 2023. This was a 1.81% increase over 2022 with 2,711 calls.

E. Other Announcements

Chief Cassidy shared that a thank you was received from Chief Clark at Glen Ellyn Fire for the temporary assistance and use of our cascade system.

VIII. OLD BUSINESS

A. Apparatus and Facilities

Deputy Chief Buccola noted that there was a transmission issue with the Ford ambulance that is being looked at and should be covered under warranty. The engine is having a programming issue again. It will be covered under warranty work.

An apparatus committee, headed by DC Buccola, is being formed to start discussions on the replacement of the 2006 Quint. With vehicle build times almost three years out, we want to explore the replacement of this vehicle early and consider all possibilities. There are new NFPA apparatus standards that also need to be included in this build.

DC Buccola noted that a quote for new carpeting in the basement and living room areas.

B. Other Old Business

Chief Cassidy noted that an AFG Grant is being submitted for new cardiac monitors. The Zoll sales rep quote for monitor replacements was just over \$200,000.

We have not yet heard on the small tools grant that was submitted for our stair chair replacement.

IX. NEW BUSINESS

A. Statement of Economic Interest

Chief Cassidy noted the list of employees being provided to DuPage County for their annual statement of economic interest request on behalf of the Glenside District. Administrative Haiden will upload the names and complete the process.

B. Review of Closed Session Minutes

President Kosiara reviewed the closed session minutes that have not yet been signed or released to the public in compliance of the Open Meetings Act of Illinois. There was discussion among all three trustees.

*Trustee Kosiara motioned to destroy all audio tapes older than 18 months and to release to the public the closed session minutes of October 13, 1998 and to hold the remaining closed session minutes in the file in accordance with the Open Meetings Act and the District's Board of Trustees policies and procedures. The motion was second by Trustee Osborn.*

*Roll Call Vote:*

*Trustee Kosiara – aye*

*Trustee Osborn – aye*

*Trustee Foss – aye*

*Motion carried.*

C. NIAFPD Conference

The annual Northern Illinois Alliance of Fire Protection Districts Conference is being held from February 2<sup>nd</sup> through February 3<sup>rd</sup>. Both Chief Cassady and DC Buccola plan on being in attendance for the conference. Trustee Kosiara and Trustee Osborn will not be able to attend. Trustee Foss is checking his calendar and will let Chief Cassady know.

D. Other New Business

Chief Cassady stated that a communication has gone out to employees who are responsible for purchasing for the District as the new budget year approaches. Budget requests are due to the Chief by February 15, 2024 for consideration.

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 5:22 PM. The motion was second by Trustee Osborn.*

XII. RETURN TO RECESSED MEETING

*Trustee Kosiara motioned to return from closed session at 5:53 P.M. The motion was second by Trustee Foss. 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.

XIII. ADJOURNMENT

The next regularly scheduled meeting of February 13, 2024 will take place at the regular time of 4:30 PM at 1608 Bloomingdale Road, Glendale Heights, Illinois.

*Trustee Kosiara motioned to adjourn the meeting at 5:54 P.M. The motion was second 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 13TH DAY OF FEBRUARY, 2024

/s/ Nicholas Kosiara, President