

**GLENSIDE FIRE PROTECTION DISTRICT
MINUTES OF THE REGULAR MEETING
JANUARY 11, 2022
OF THE BOARD OF TRUSTEES AT 5:30 P.M.**

I. CALL TO ORDER:

President Kosiara called to order the regular meeting for Glenside Fire Protection District Board of Trustees at 5:33 P.M.

II. PLEDGE TO THE FLAG:

The pledge of allegiance to the flag of the United States of America was recited and led by Administrative Assistant Haiden.

Trustee Kosiara requested that the board recognize Trustee Olsen as Secretary Pro Tem for the meeting.

III. ROLL CALL:

Present were Trustee Kosiara and Trustee Olsen. Trustee Osborn was absent. Trustee Kosiara requested that the meeting minutes reflect that Chief Cassady, Deputy Chief Kolarik and Bradley O'Sullivan on behalf of the Comptroller were also in attendance.

IV. MINUTES OF PREVIOUS TRUSTEES MEETINGS

The regular session meeting minutes for the Board of Trustees meeting held on December 14, 2021 were presented for review and acceptance.

Trustee Olsen motioned to accept, approve and file the regular meeting minutes of December 14, 2021 as presented. The motion was seconded by Trustee Kosiara. 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 covered the past month of the fiscal year ending December, 2021. Eight months of the fiscal year have been completed. He noted that ambulance fees collected in December put the District at 130% anticipated for the year. All expenses are under budget for the year so far with the exception of the Audit fund which is almost completed for this year. He also noted that operational expenses were averaging around 68% and noted the surplus dollars for the District and where those dollars were invested. 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 \$434,625.14. The motion was seconded by Trustee Olsen.

Roll Call Vote:

Trustee Kosiara – aye

Trustee Olsen – aye

Trustee Osborn – absent

Motion carried.

- B. Other Items from the Controller
There were no other items from the Controller.

VI. LEGAL ISSUES

- A. Attorney Report
Chief Cassady noted there were no legal issues to discuss.
- B. Other items from the Attorney
Chief Cassady stated that there were none.

VII. ANNOUNCEMENTS

- A. Fire Commissioners
Chief Cassady stated that a Fire Commissioner meeting is scheduled next month for February 22, 2022. The January meeting is being canceled until more information is received from the College of DuPage in regards to Spring testing information.
- B. Foreign Fire Insurance Board
Chief Cassady said there was nothing to report since the last meeting. The next meeting is scheduled for February 7, 2022.
- C. DuComm Report
Chief Cassady reported that the DuComm Board of Directors will be changing their meeting dates to the fourth Wednesday of each month at 7:30 AM and will be followed by the Executive Committee.
A vehicle, named COM1, has been purchased and will be used on large scene incidents. This will provide live dispatching on the scene.
- D. Other Announcements
Chief Cassady noted that DC Kolarik is covering a variety of projects for the station. An OSHA meeting was held with a representative for a pre-investigative review. The recommendations provided by the OSHA rep are being reviewed and implemented as appropriate.
Chief Cassady provided personnel family related updates and update on Trustee Osborn.

Chief Cassady noted that the number of number of COVID calls and fall calls has increased. He said we were on track for record number of responses in 2021.

Glenside personnel on shift, along with Addison FPD personnel, assisted with the setup of a MABAS shelter tent at AMITA Health Glen Oaks in Glendale Heights for COVID related patient responses.

Chief Cassady will be attend the TCD, Technologies Center of DuPage in Addison for their winter open house. He will make a presentation on a career in emergency services, becoming a firefighter, etc. for the audience of high school aged attendees.

The training program presentation that was originally scheduled for this board meeting will be held until all Trustees are in attendance.

VIII. OLD BUSINESS

A. Apparatus and Facilities

Chief Cassady said that a new tank needs to be ordered for the new engine and Ferrara is expecting delivery on January 28th. A site visit will be scheduled for early February if the time table stands.

Chief Cassady reported that DC Kolarik has created a request for bid to start the process to replace the DC vehicle. The RFB will be placed in the paper for advertisement. We are expecting a possible delay with receipt of the vehicle due to the chip shortage and anticipate a possible higher cost. The bid process will provide more information.

Deputy Chief Kolarik reported on the facilities for the District noting that an OSHA consultation was requested and completed. A punch list of items along with a roadmap to follow will be provided by OSHA's representative to the District. The consultant was impressed with the facilities and we are 98% good to go today if OSHA completed their formal inspection today.

A quote to replace all of the garage doors was requested. There are current repetitive issues with the clutch and other mechanisms of the current doors. Light curtains would also be installed. The quote to replace all six doors was \$19,000. The topic will be brought to the board formally at the next meeting.

B. NIAFPD Conference – January 21-22, 2022

Trustee Kosiara noted that the NIAFPD conference will be held next Friday and Saturday. All current State COVID related mandates will be followed. He is looking forward to seeing everyone there.

C. Other Old Business

Chief Cassady stated that there was no other old business, but noted that the DuPage County of Fire Chiefs Association installation dinner has been cancelled for January 22nd.

IX. NEW BUSINESS

A. Statement of Economic Interest

Administrative Assistant Haiden spoke to the board regarding the annual statement of economic interest required by DuPage County. The list of individuals was provided to the board for their knowledge and review. The list will be uploaded to the county after February 1st. All individuals will then receive their survey for completion in March.

B. Website Proposal

Chief Cassady spoke to the board regarding the current website, noting that its format is unsupported and a new look is needed. The goals for changes on a new website include but are not limited to: more information, fresh look, have it meet additional legal required specifications, etc. He noted that the previously built website was done in 2004. More public education information will continue to be posted on the social media Facebook site, but can also be referenced and logged historically on the website if we want.

Trustee Kosiara motioned to enter into a contract with AXYS Media for website design and development services per the provided contract with an agreed amount not to exceed \$7,000 not including ongoing updates and maintenance. The motion was seconded by Trustee Olsen.

Roll Call Vote:

Trustee Kosiara – aye

Trustee Olsen – aye

Trustee Osborn – absent

Motion carried.

C. Security Camera Proposal

Chief Cassady noted that the District is currently limited to just over three days of camera recordings. With the addition of the multiple high definition cameras over the past two years, the amount of space to store the daily recordings has exceeded the current limit. In order to re-establish a more lengthy amount of recordings we will need to upgrade our storage. The terms of the storage proposal were read to the board for consideration.

Trustee Olson motioned to accept the Sound Incorporated proposal as presented to the board in the amount of \$10,438.00 for the CCTV Security System Network Video Recorder at a rate of 8 images per second per camera for 24/7 for 30 days of storage. The motion was seconded by Trustee Kosiara.

Roll Call Vote:

Trustee Olsen – aye

Trustee Kosiara – aye

Trustee Osborn – absent

Motion carried.

D. Other New Business

Chief Cassady stated that the 2022 GEMT rates for Glenside have been received from the State of Illinois. He reminded the board that they passed an EMS billing ordinance in 2020 for increased ambulatory services rates. In order to recognize the Medicare/Medicaid rates the District can bill at, the new rates need to be recognized. We will pass an updated ordinance at the next board meeting.

Chief Cassady then noted that the statistics from 2021 have been to be analyzed. We are seeing that with 2,654 in 2021 that the District had its highest number of calls in its history. This total included a twelve percent increase over last year.

X. PUBLIC COMMENTS/QUESTIONS

There were none.

XI. ADJOURNMENT

The next regularly scheduled meeting of February 8, 2022 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 Olsen. Trustee Kosiara asked the record to reflect there was unanimous approval of the motion with all members in attendance voting.

Respectfully Submitted By:

/s/ J. Martin Olsen, Secretary Pro-Tem

APPROVED THIS 8TH DAY OF FEBRUARY, 2022

/s/ Nicholas Kosiara, President