

**GLENSIDE FIRE PROTECTION DISTRICT
MINUTES OF THE REGULAR MEETING
APRIL 12, 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 Trustee's at 5:31 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.
- III. ROLL CALL:
Present were Trustee Kosiara, Trustee Osborn and Trustee Olsen. Trustee Kosiara requested that the meeting minutes reflect that Chief Cassady, Comptroller James Howard and Administrative Assistant Haiden were also in attendance. Deputy Chief Kolarik was absent.
- IV. MINUTES OF PREVIOUS TRUSTEES MEETINGS
The regular and closed session meeting minutes for the Board of Trustee's meeting held on March 8, 2022 were presented for review and acceptance.

Trustee Kosiara motioned to accept, approve and file the regular meeting minutes of March 8, 2022 as presented. The motion was seconded by Trustee Olsen. 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, file and release the closed session meeting minutes of March 8, 2022 as presented. The motion was seconded by Trustee Olsen. 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 Howard covered the past month of the fiscal year ending March, 2022, noting that eleven months of the fiscal year are now completed. He also highlighted all revenue lines and operating expenses for the year along with comparisons to this time last year. There were no questions or concerns.

There was conversation regarding the new engine and the delivery date which would affect the annual audit. The cost of the engine will be moved on the balance sheet to a pre-pay once again since delivery is not anticipated until after May 1, 2022 at the start of the new fiscal year.

Trustee Kosiara motioned to accept and file the Controller's Report as presented and pay all accounts payables and payroll as presented for February in the amount of \$369,418.37. The motion was seconded by Trustee Olsen.

Roll Call Vote:

Trustee Kosiara – aye

Trustee Olsen – aye

Trustee Osborn – aye

Motion carried.

B. Year End Capital Transfer

There was discussion regarding the scheduled CPI budget increase of 7.1% in the upcoming budget year and its effect on the annual tax levy for the District. Additional conversation regarding items not yet received by the District due to product shortages was discussed and noted as normal part of business delays in these post-COVID times.

Trustee Kosiara motioned to approve the budgeted year end transfers to take place, moving \$284,622 from the Ambulance fund to the Capital fund. In addition, \$150,000 will also be transferred from the General Fund and \$250,000 from the Ambulance Fund to the Capital Fund. The motion was seconded by Trustee Olsen.

Roll Call Vote:

Trustee Kosiara – aye

Trustee Olsen – aye

Trustee Osborn – aye

Motion carried.

C. 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 noted there were no other items.

VII. ANNOUNCEMENTS

A. Fire Commissioners

Chief Cassady said the Board of Commissioners did not meet in March and a meeting in April is anticipated as a vacancy has occurred. Later in

the meeting, a firefighter vacancy will be discussed under new business and the Commissioners will look for direction from the Trustees.

B. Foreign Fire Insurance Board

Chief Cassady said the next meeting is scheduled to take place in May. The new Peleton elliptical has been received.

C. DuComm Report

Chief Cassady noted that donated blankets were dropped off to be raffled in recognition of Telecommunicator's Week for the DuComm staff. DuComm is currently down 15 telecommunicator positions and is currently hiring.

Call volume for the Glenside District is up seven percent in the last three months, but COVID related calls are down for Glenside and across all departments.

Trustee Kosiara noted that the DuComm Executive Board asked about emergency operations updates. Chief Cassady explained that for training purposes, DuComm has been simulating emergency operations (old storm manual mode) to keep their staff familiar with the process in the event it is needed to be used. It seemed more frequent, because it was covering all DuComm shifts for a period of time. This also benefitted our staff and responders for when the events take place.

D. Other Announcements

Chief Cassady noted that the District received a resignation from one of its probationary firefighters in March.

It is that time of year for the Good Samaritan Hospital nominations for the annual Hartmann Award. This award recognizes a crew that has gone above and beyond on a particular response call in the past year. Glenside will be nominating members for two particular calls this year. One call was an extrication related call in October of 2021 and the second was a choking victim at a restaurant.

The District will attend the annual Village of Glendale Heights business appreciation breakfast on April 22nd.

Acting Officer Lipponeur has been accepted as the new Hazardous Materials Assistant Coordinator for MABAS Division 12. This position was previously held by Lieutenant Bob Garon before his retirement.

Firefighter gear/PPE previously surplussed by the District, will be sent to Ukraine for firefighters to use. PSI Paramedic Tim Conley will provide the materials through an organization known as Interstate Medical to get the materials shipped overseas.

Quartermaster Pacie is exploring options for special uniform shirts to be worn on Fridays, recognizing in the fire service "red shirt Fridays," This effort recognizes and show appreciation for US troops. Chief Cassady asked the Trustee's for direction to continue with these efforts. The

board fully supported the idea and would include it in the District's policies.

A letter from the Wood Dale Fire Protection District was received noting the outstanding effort and impact that the training officers and other instructors provided during the live fire exercise in early April. Those recognized were Lieutenants Cavanaugh and Pacie, Acting Officers Hauser and Taylor, and Firefighters Hammond and Malinoski.

VIII. OLD BUSINESS

A. Apparatus and Facilities

Chief Cassady reported that the new fire engine at Ferrara has revisions being worked on. We are awaiting a date for final inspections.

The new command vehicle has been ordered through Friendly Ford by DC Kolarik.

The Quint is having minor repairs and maintenance completed at EVS in preparation for it to be sold. Consideration for broker versus auction to sell the vehicle was discussed. Chief Cassady also noted that there could be interest from other area departments.

We are in the early stages of purchasing a new ambulance as discussed at the last meeting. Estimated delivery dates provided at a minimum of 18 months. There was a discussion regarding the new Ford Chassis on the last ambulance purchased and the fuel choices for the future vehicle. Chief Cassady on behalf of Deputy Chief Kolarik reported on facilities for the District noting that quotes for the apparatus bay floors are being collected. The current floors are 25-26 years old and very much outlived their cost over the years.

New garage door openers and sensors, with addition of a light rail are being looked at and considered for purchase.

B. Budget Workshop

Chief Cassady has scheduled a budget workshop and strategic planning meeting for Monday, April 25th at 9:00 AM as a special board meeting. A survey monkey of questions went out to the members of the District for consideration and feedback on strengths and weaknesses to be discussed. The survey was anonymous so feedback can be shared freely. If closed session is needed after the meeting, the availability will be there.

C. Other Old Business

There was no other old business.

IX. NEW BUSINESS

A. Selection of IT Support Services

There was discussion regarding the outsourcing of IT services as the needs of the District have out grown what we currently have established

both in-house and through agreements. The suggestion is to completely outsource through contractual agreement. Three companies were reviewed and evaluated for consideration.

Trustee Kosiara requested that the elected vendor provide a minimum of a one year contract for consideration.

B. Purchase/Replacement of Thermal Imaging Cameras

Chief Cassady noted that the items had been reported that there was an opportunity to trade in our current thermal imaging cameras, currently aged at 6 years for new ones. A quote had been received from Bullard and was included in the Trustees' packets for review.

Trustee Kosiara motioned to purchase three new thermal imaging cameras from Bullard per the quote received in the amount of \$15,207.00. The motion was seconded by Trustee Olsen.

Roll Call Vote:

Trustee Kosiara – aye

Trustee Olsen – aye

Trustee Osborn – aye

Motion carried.

C. Shed Purchase

Chief Cassady reviewed the need for an equipment shed for additional storage space. DC Kolarik had prepared a quote for the purchase and covered off with the Village of Glendale Heights for its positioning on the District's property. The number of parking spaces and the future need for a concrete pad for a staging area by the training house were also discussed.

Trustee Kosiara motioned to purchase three new thermal imaging cameras from Bullard per the quote received in an amount not to exceed \$12,000.00. The motion was seconded by Trustee Olsen.

Roll Call Vote:

Trustee Kosiara – aye

Trustee Olsen – aye

Trustee Osborn – aye

Motion carried.

D. Resolution 2022-001 Surplus Property

Chief Cassady noted that personal protective equipment previously declared surplus in 2021 will go along with the items in this resolution to an organization and will be shipped overseas to assist with the efforts in Ukraine.

Trustee Olsen motioned to adopt Resolution 2022-001 – A Resolution of the Glenside Fire Protection District, DuPage County, Illinois for 2022. The motion was seconded by Trustee Kosiara.

Roll Call Vote:

Trustee Olsen – aye

Trustee Kosiara – aye

Trustee Osborn – aye

Motion carried.

E. Firefighting Hiring

Chief Cassady noted that the resignation received from the full-time probationary firefighter opens up a vacancy. He is requesting direction from the Board to fill the vacancy. Chief Cassady noted that the current hiring process for the new list taking effect in August is taking place now with the application process receiving 30 applications so far. The test will take place in May and then oral interviews will follow. President Kosiara directed the Chief to work with the Board of Commissioners to initiate their process to fill the vacancy with the current eligibility roster.

F. Other New Business

Chief Cassady stated there was no other new business to discuss.

X. PUBLIC COMMENTS/QUESTIONS

There were none.

XI. ADJOURNMENT

There will be a special meeting held on April 25, 2022.

The next regularly scheduled meeting of May 10, 2022 will take place at the regular time of 5:30 PM at 1608 Bloomingdale Road, Glendale Heights, Illinois.

Trustee Olsen motioned to adjourn the meeting at 7:01 P.M. The motion was seconded by Trustee Kosiara. 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 MAY, 2022

/s/ Nicholas Kosiara, President