

**GLENSIDE FIRE PROTECTION DISTRICT  
MINUTES OF THE REGULAR MEETING  
JUNE 8, 2021  
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 5:33 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.
- III. ROLL CALL:  
Present were President Kosiara, Trustee Olsen and Trustee Osborn. Trustee Osborn requested that the meeting minutes reflect that Chief Wood, Deputy Chief Cassady and Bradley O'Sullivan representing Controller Howard were present.
- IV. MINUTES OF PREVIOUS TRUSTEES MEETINGS  
The regular and closed session meeting minutes for the Board of Trustee's meeting held on May 11, 2021 were presented for review and acceptance.

*Trustee Kosiara motioned to accept, approve and file the regular meeting minutes of May 11, 2021 and to approve, file and release to the public the closed session meeting minutes of May 11, 2021. 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.*

**PUBLIC HEARING**

President Kosiara opened the public hearing in regards to the annual budget and appropriation for fiscal year 2021-2022 for the Glenside Fire Protection District at 5:37. There were no comments from the public.

*Trustee Kosiara motioned to close the public hearing at 5:38 PM. 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  
Mr. O'Sullivan covered the first month of the new fiscal year ending May, 2021, stating that 8% of the year was completed. He reviewed

revenues and expenditures and compared them with where the District was last year at this time. Even with the budgeted capital purchases made in the month of May, reserves for the District are in a good position. 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 May in the amount of \$1,069,876.23. The motion was seconded by Trustee Olsen.*

*Roll Call Vote:*

*Trustee Kosiara – aye*

*Trustee Olsen – aye*

*Trustee Osborn – aye*

*Motion carried.*

**B. Other Items from the Controller**

The were no other items from the Controller.

Trustee Kosiara requested that the board move to New Business agenda item B. Ordinance 193 Budget and Appropriation 2021-2022.

Mr. O'Sullivan reviewed the changes from the past budget year to the current. He noted that it was a balanced budget and that lower contributions are planned for end of year transfer into the Capital Fund. With the budgeted purchases from capital for the upcoming year, the Capital Fund balance will be lowered. He reviewed some additional revenue increases anticipated for the District. The board had no questions or concerns.

*Trustee Olsen motioned to adopt and file Ordinance 193 A Budget and Appropriation for The Glenside Fire Protection District. The motion was seconded by Trustee Kosiara.*

*Roll Call Vote:*

*Trustee Olsen – aye*

*Trustee Kosiara – aye*

*Trustee Osborn – aye*

*Motion carried.*

The ordinance and estimate of revenues was signed by the board. The information as required by state law, will be published before the end of the first quarter of the new fiscal year.

**VI. LEGAL ISSUES**

**A. Attorney Report**

Chief Wood said that Sexual Harassment Training for the District's employees will take place this summer. Per recommendation of Attorney Flaherty, he thought it best to go with an outside resource. Sikich was researched by DC Cassady and a proposal for the training was included in the board's packets for review. The training runs two hours and would take place over three shift days and will include Wednesday night for the part-timers. Training will be mandatory for all employees including the boards.

- B. Other items from the Attorney  
Chief Wood stated that there were none.

## VII. ANNOUNCEMENTS

### A. Fire Commissioners

Deputy Chief Cassady stated that a Fire Commissioner meeting was held on Thursday, May 20, 2021 and the next meeting is scheduled for June 17, 2021. Offers for three new firefighters have been extended and we are going through the hiring process. An estimated start date is June 28, 2021.

### B. Foreign Fire Insurance Board

Chief Wood said there has been no meeting since the last Board of Trustees meeting. Chief Wood and Acting Officer Lipponeur provided an update on the kitchen table being purchased, stating that the design had been finalized and agreed upon by members of the District. Acting Officer Lipponeur will be overseeing the final review of the project. The next meeting will be held on August 9, 2021.

### C. DuComm Report

DC Cassady reported that the 600 Wall Street building is ready to be sold and will be processed through a broker. The project is currently out for bids. The radio tower will remain in DuComm's possession.

### D. Other Announcements

Chief Wood noted that the Glendale Heights Fest has been canceled. Hanover Township will be taking over the MABAS 12 Decon vehicle from York Center FPD.

The Illinois Alliance of Fire Protection Districts will be recognizing Trustee Nick Kosiara with an outstanding service award for his 30 years on the Board of Trustees and his contributions over the years to the fire service. Nick will be honored at the annual conference later this month. Chief Wood thanked Nick for his service and time with the District. Trustee Kosiara extended his appreciation to the Chief for his nomination to IAFPD.

With the additional funds being received from the Village of Glendale Heights refuse contract through Republic, we approached and worked

with the Glendale Heights Police Department representatives to provide a Sharps disposal container for all of their vehicles on the streets. This will keep the officers safe from needle hazards and they will be able to exchange for a new container as needed at the fire house.

Chief Wood noted that the public education coordinators for the District had purchased some new giveaways for the remainder of the year. One of which was a logo nightlight and safety message that says "Sleep behind a closed door." A video on Facebook at the training house had been made in the springtime showing the difference in a fire situation what the benefits of a closed bedroom door could be.

A community vaccine event will take place at LaRosita Grocery Store in June on North Avenue. The home bound vaccines project will begin and could be up to five per day. The District has offered to assist within the boundaries of our District.

## VIII. OLD BUSINESS

### A. Apparatus and Facilities

Deputy Chief Cassady said the option pricing on the new engine build was received by the committee and they were pleased with the estimate of \$7,000. Once approved, Ferrara will provide final specifications and then begin the build.

DC Cassady reported on facilities for the District noting that we are arranging for a day when the roof company can come out and install the heating cables. Before work on the concrete needed around the station can begin, we are awaiting the permit approval from the Village. There were some challenges in terminology for the concrete pad between the two properties that was being worked on.

### B. Chief and Deputy Chief Position

Deputy Wood noted that the agenda item would be held for closed session.

### C. Firefighter Vacancy

This agenda item was covered under the Commissioners Report.

### D. Paramedic Services of Illinois Contract

Deputy Chief Cassady noted that the start date for the new firefighters is on hold at this time. The agenda item will remain on the agenda for further action.

### E. Other Old Business

Chief Wood stated that there was no other old business.

## IX. NEW BUSINESS

### A. Election of Board

There was discussion regarding the current board positions and their holders. It was determined that everyone would remain in their current positions.

*Trustee Kosiara motioned to leave the office slate as it currently is for the next two years – President Nick Kosiara, Secretary Rich Osborn and Treasurer Marty Olsen. The motion was seconded by Trustee Olsen.*

*Roll Call Vote:*

*Trustee Kosiara – aye*

*Trustee Olsen – aye*

*Trustee Osborn – aye*

*Motion carried.*

- B. Ordinance 193 Budget and Appropriation 2021-2022  
This agenda item was covered earlier in the meeting.
- C. Other New Business  
Chief Wood stated there was no other new business to discuss.
- 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 6:22 P.M. The motion was seconded by Trustee Olsen.*
- XII. RETURN TO RECESSED MEETING  
*Trustee Kosiara motioned to return from closed session at 6:52 P.M. 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.*
- No action was taken in closed session.
- XIII. ADJOURNMENT  
The next regularly scheduled meeting of July 13, 2021 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 6:53 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 13TH DAY OF JULY, 2021

/s/ Nicholas Kosiara, President

