

**GLENSIDE FIRE PROTECTION DISTRICT
MINUTES OF THE REGULAR MEETING
SEPTEMBER 10, 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 Trustees at 4:30 P.M.

II. PLEDGE TO THE FLAG:

The pledge of allegiance to the flag was recited.

III. ROLL CALL:

Present were Trustee Kosiara, Trustee Foss and Trustee Osborn. Trustee Osborn requested that the meeting minutes reflect that Chief Cassady, Deputy Chief Buccola, Bradley O'Sullivan for Controller Howard, and Administrative Assistant Haiden were also in attendance.

Trustee Kosiara asked that the board move to New Business, agenda item A. Swearing-in of New Firefighter. Firefighter/Paramedic Alexis Lopez was sworn in by Trustee Kosiara as a probationary firefighter with the District.

Trustee Kosiara recessed the meeting at 4:38 PM for cake and pictures. Trustee Kosiara returned to regular session at 4:55 PM.

IV. MINUTES OF PREVIOUS TRUSTEES MEETINGS

The regular and closed session meeting minutes for the Board of Trustees meeting held on August 13, 2024 were presented for review and acceptance.

Trustee Kosiara motioned to accept, approve and file the regular meeting minutes of August 13, 2024 as presented and to accept, approve, file and release to the public the closed meeting minutes of August 13, 2024 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.

V. FINANCIAL REPORTS

A. Controller's Report

Mr. O'Sullivan reviewed the month's fiscal year ending August 2024. He summarized the revenues and operating expenses for the District and noted that interest continues to perform well. Mr. O'Sullivan highlighted some of the expense accounts for the District. He then provided a review of investments of all accounts to wrap his report up.

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 August in the amount of \$477,355.94. The motion was second by Trustee Osborn.

Roll Call Vote:

Trustee Kosiara – aye

Trustee Osborn – aye

Trustee Foss – aye

Motion carried.

Chief Cassady also noted that the GEMT invoice was just received from the State for the timeframe of Quarters 3 and 4, 2023 and Quarters 1 & 2, 2024 in the amount of \$347,286.33. The payment will be made at the end of the month to meet the payment deadline of October 31, 2024.

B. Audit 2023-2024

The fiscal audit for May 1, 2023 through April 30, 2024 is nearing completion and will be presented to the board at the October board meeting.

C. Other Items from the Controller

There were no other items from the Controller.

VI. LEGAL ISSUES

A. Attorney Report

Chief Cassady reported that there were no legal issues at this time.

B. Other items from the Attorney

There were no other items.

VII. ANNOUNCEMENTS

A. Fire Commissioners

Chief Cassady noted that the Commissioners meeting was cancelled for the month of September with nothing on their agenda. A meeting is anticipated in October.

B. Foreign Fire Insurance Board

Chief Cassady noted that the board will meet next on November 11th.

C. DuComm Report

Chief Cassady reported that 62 fully trained telecommunicators are under contract with DuComm, 18 more in the process of being trained and they are looking to hire a minimum of 4 more with approval to have

99 telecommunicators total. Chief Cassady noted that Trustee Kosiara was recognized for his 32 years of service as a Director for DuComm. Trustee Kosiara reviewed the changes on the DuComm executive board and noted that he is no longer on the Board of Directors but is remaining on the Executive Board.

D. Other Announcements

Chief Cassady noted Firefighter Chris Wallin has announced his retirement, with his last day being October 4th. This will cause a vacancy in October that may lead to the District needing to create a new eligibility roster for hiring.

A thank you from the Glendale Heights Police Department was received for our attendance at the National Night Out event in August.

The annual 100 Club of DuPage County event invitation was received and shared with the board members. There were no fire nominations this year but police will be recognized. Chief is planning on attending on behalf of the DuPage Chiefs Association.

Chief Cassady will be going to Peoria for the chiefs conference taking place on September 16th and 17th. This is the last combined conference between the Illinois Alliance of Fire Protection Districts and the Illinois Fire Chiefs Association.

Friday, September 11th the District will be hosting the senior citizens of our community associated with the Village of Glendale Heights Senior Center and a pre-planned field trip to the fire station for a tour, safety information and lunch.

Health and safety fair will take place on Wednesday, October 2nd from 5PM – 7PM at the Glendale Heights Sports Hub.

Chief Cassady will represent the Glenside Fire District at the funeral of Gerry Ruffalo, a founding member of the District. Chief Cassady will perform a bell service.

VIII. OLD BUSINESS

A. Apparatus and Facilities

Deputy Chief Buccola noted that annual ladder testing has been completed and included the Quint. All vehicles passed and received certification. The Quint has been outfitted as a reserve vehicle and continues to be used. The DC asked the board if they were interested in lowering the price of the advertised vehicle to \$325,000. The board agreed.

A sample of a tender for sale that was originally a demo unit from Alexis was provided to the board for consideration and purchase in the future. The vehicle was fully warrantied and DC Buccola noted that he has been watching for similar vehicles of interest instead of building one.

Chief Cassady noted that the front door openers for ADA compliance are still being worked on and that an electrician will be needed for installation of the controls.

B. Battalion Chief Vacancy

Chief Cassady reported that the assessment center will take place on September 12th for six of the candidates who applied for the open position.

C. Service Awards 2024

Chief Cassady provided the quote for the event including details of the menu for the evening's event. The menu and options for gratuity were discussed.

D. Other Old Business

Chief Cassady noted that there are two tickets available to anyone who wanted them to participate in the Goose for Charity event being hosted by the Glendale Heights Junior Women's Club.

IX. NEW BUSINESS

A. Swearing-in of New Firefighter

The oath of office for the position of full-time firefighter/paramedic was recited by Alexis (Alex) Lopez earlier in the meeting.

B. Resolution RES 2024-004 Surplus of District Property

Chief Cassady reviewed the items listed on the resolution for surplus. The only items listed were some outdated personal protective equipment (PPE) that will be donated after being declared surplus. Some of the equipment will be going to the Illinois Fire Service Institute for training.

Trustee Kosiara motioned to adopt Resolution 2024-004 A Resolution Authorizing the Sale or Donation of Personal Surplus Property of The Glenside Fire Protection District. The motion was second by Trustee Osborn.

Roll Call Vote:

Trustee Kosiara – aye

Trustee Osborn – aye

Trustee Foss – aye

Motion carried.

C. Huntley Fire Dist. IGA

There was discussion regarding the intergovernmental agreement being entered into with the Huntley Fire Protection District for communication installation services. The local installer, Illinois Communications (old

Radco) has closed their doors and the wait time for other businesses is extreme. The IGA was reviewed by the attorney and Chief would like to try using them as he has received positive feedback from other departments. The bureau car needs to go for some minimal lights.

Trustee Kosiara motioned to enter into an IGA between the Glenside Fire District and the Huntley Fire Protection District dated effective immediately. The motion was second by Trustee Osborn.

Roll Call Vote:

Trustee Foss – aye

Trustee Osborn – aye

Trustee Kosiara – aye

Motion carried.

D. Commissioner Appointment

Chief Cassady noted that Commissioner John Tautkus' term was coming to a close. He has submitted a letter of interest in continuing with another term for the Commissioner position.

Trustee Kosiara motioned to approve to have Commissioner John Tautkus continue in his position as Commissioner for another term. The motion was second by Trustee Osborn.

Roll Call Vote:

Trustee Kosiara – aye

Trustee Osborn – aye

Trustee Foss – aye

Motion carried.

E. West Suburban Fire Rescue Alliance IGA

Chief Cassady noted that the IGA was reviewed by the departments being added to the alliance – Hanover Park Fire Department and Glenside Fire Protection District. Both representing attorneys have made some changes and now it is being reviewed by the Wheaton attorney.

F. New Station Roof Request for Proposal

Chief Cassady noted that BC Pacie has been working on the request for proposal for a new roof for the station. The RFP was reviewed by the attorney and anticipated to be posted in early October. The board directed staff to go out for bid for the project.

G. Other New Business

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 6:11 PM. The motion was second by Trustee Osborn.

XII. RETURN TO RECESSED MEETING

Trustee Kosiara motioned to return from closed session at 6:29 P.M. 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.

No action taken in closed session.

XIII. ADJOURNMENT

The next regularly scheduled meeting of September 10, 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 6:30 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 8TH DAY OF OCTOBER, 2024

/s/ Nicholas Kosiara, President