

**GLENSIDE FIRE PROTECTION DISTRICT
MINUTES OF THE REGULAR MEETING
SEPTEMBER 13, 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 5:33 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 Trustee Kosiara, Trustee Olsen and Trustee Osborn. Trustee Kosiara requested that the meeting minutes reflect that Chief Cassady, Bradley O'Sullivan for Comptroller James Howard and Administrative Assistant Haiden were also in attendance.

Swearing-in of Deputy Chief Jeff Buccola

Trustee Kosiara asked that the board move to New Business agenda item A. Deputy Chief Swearing-in. Chief Cassady said a few words about Jeff Buccola and his appointment to the position of Deputy Chief with the District, providing information on his background and transition from West Chicago Fire Protection District to Glenside. Trustee Kosiara led the oath of office and Deputy Chief Jeff Buccola was sworn in. DC Buccola said a few words thanking those present and to the staff and crews of the Glenside Fire District for their warm welcome the past two weeks.

The occasion was recorded live on Glenside Facebook page.

Trustee Kosiara asked that the meeting be recessed for refreshments and pictures.

Trustee Kosiara reconvened the meeting at 6:21 PM.

- IV. MINUTES OF PREVIOUS TRUSTEES MEETINGS
The regular and closed session meeting minutes for the Board of Trustee's meeting held on August 9, 2022 were presented for review and acceptance.

Trustee Olsen motioned to accept, approve and file the regular meeting minutes of August 9, 2022 as presented and to accept, approve, file and release to the public the closed meeting minutes of August 9, 2022. The motion was seconded 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 covered the past month of the fiscal year ending August, 2022, noting that 33% of the fiscal year has been completed. He also highlighted all revenue lines, noting the revenue received from DuPage County in taxes as well as interest income and ambulance fees collected so far this year. He then reviewed the operating expenses for the year along with comparisons to this time last year as well as capital expenditures for the year so far. A final overview of the District's cash and investments was noted.

There were no questions or concerns.

Trustee Olsen 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 \$418,105.72. The motion was seconded by Trustee Osborn.

Roll Call Vote:

Trustee Kosiara – aye

Trustee Osborn – aye

Trustee Olsen – aye

Motion carried.

B. Other Items from the Controller

Mr. O'Sullivan noted that the GEMT report is due by October 1st to the State of Illinois. His organization will be filing on behalf of the District.

Trustee Kosiara asked about the upcoming tax levy and its corresponding numbers. Mr. O'Sullivan said that information will be provided at the next board meeting to prepare for the ordinance related to the tax levy.

Administrative Assistant Haiden noted that the audit presentation will be provided to the Board at the November meeting, but will be completed in October by its due date. There are some delays in finances related to the Pension Fund and the transfer of funds to the downstate pension accounts from this fiscal year.

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 Cassidy said the Board of Commissioners reported that there were no meeting held in August and none scheduled for September. The next regular meeting is scheduled for Thursday, October 20, 2022.

B. Foreign Fire Insurance Board

Chief Cassidy said there have been no updates since the board's last meeting on August 8th. A request for bid is being created in relation to the purchase of equipment lockers for the station.

C. DuComm Report

Chief Cassidy noted DuComm is working to fill the open director position. An update on the radio projects from the ETSB was provided by Chief Cassidy. He noted that repair and maintenance issues in the future will go through the office of emergency management and no longer through DuComm. A delay in response time is anticipated.

D. Other Announcements

The Health and Safety Fair is taking place this year and is scheduled for Wednesday, October 5th. A variety of health and other services are provided to residents at this event.

A recap of the Chicagoland Memorial 9/11 Stair Climb was provided to the board through a showing of videos and pictures from the events Facebook page.

The every 5 year ISO inspection will be taking place for 2022. Chief Cassidy received notification last week and has begun to evaluate the needs for preparation and assignments to complete the paperwork necessary to present for the inspection. It was noted that there is no credit to the District for the training house next door because it is not considered a permanent structure.

Chief Cassidy and Deputy Chief Buccola will both attended the Technology Center of DuPage open house and curriculum night in Addison on September 15th. The goal is to begin recruitment and connections for future firefighters.

The Village of Glendale Heights 9/11 Ceremony was moved indoors to the chambers due to inclement weather that evening. Chief Cassidy and the shift were in attendance and assisted the Village with the ceremony. Pictures can be found on the Village's Facebook page.

Chief Cassidy will be attending IFSI Fire Ground Command training the week of September 19th.

Training with our neighbors has been taking place more often. June was scheduled here at Glenside, July is in Bloomingdale and August will be at Stratford Square mall for a mass casualty and active shooter drill. September will be a live burn and multi-family training in Carol Stream. Our training coordinators are also participating and providing assistance to the groups during the training.

An insurance claim was processed for the lost personal protective equipment during the donation process to donate to Ukraine.

There was a hazardous materials incident that took place at Webster Hoff last week. Acting Officer Lipponeur was the Hazmat leader from the MABAS Division. The ammonia smell required evacuation of some residents across from the business. Qualified staff was present to deal with the incident and there were no injuries. Surrounding departments joined the incident and a hazardous materials incident charge will be invoiced to the company.

VIII. OLD BUSINESS

A. Apparatus and Facilities

Chief Cassady reported that the new engine is in service and required a few more maintenance items. There are no new offers on the old engine, but the need for used engines has increased and it should only be a matter of time.

Chief Cassady noted that all is well with facilities as routine maintenance and repairs have taken place. Deputy Chief Buccola will be taking over next month.

B. Firefighter Hiring

New firefighter David Zielinski will officially be starting tomorrow and will be sworn in at the October board meeting. The agenda item can now be removed as we are fully staffed again.

C. Battalion Chief Rank

Chief Cassady noted that a labor management meeting was held to go over the impact of the rank change to the current collective bargaining agreement. It will be a collaborative effort and Chief Cassady was optimistic after the meeting about moving forward.

D. Other Old Business

There was no other old business.

IX. NEW BUSINESS

A. Swearing-in of Deputy Chief

This agenda item was covered earlier in the meeting.

B. Ratification of Deputy Chief Agreement

An employment agreement addendum will be added to the Deputy Chief's employment agreement with the District. Consideration and compensation for his Paramedic certification will be included.

Trustee Kosiara motioned to accept and approve the addendum for recognition of the Paramedic certification for Deputy Chief Jeff Buccola. The motion was seconded by Trustee Osborn.

Roll Call Vote:

Trustee Kosiara – aye

Trustee Osborn – aye

Trustee Olsen – aye

Motion carried.

C. Other New Business

Chief Cassady 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 7:19 P.M. The motion was seconded by Trustee Olsen.

XII. RETURN TO RECESSED MEETING

Trustee Kosiara motioned to return from closed session at 7:31P.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 October 11, 2022 will take place at the regular time of 5:30 PM at 1608 Bloomingdale Road, Glendale Heights, Illinois.

Trustee Osborn motioned to adjourn the meeting at 7:33 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:

Richard Osborn, Secretary

APPROVED THIS 11TH DAY OF OCTOBER, 2022

Nicholas Kosiara, President