

**GLENSIDE FIRE PROTECTION DISTRICT  
MINUTES OF THE REGULAR MEETING  
SEPTEMBER 14, 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 5:31 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 Olsen and Trustee Osborn, Trustee Kosiara was not present yet. Trustee Osborn requested that the meeting minutes reflect that Chief Wood, and Deputy Chief Cassady were also in attendance.

*Trustee Olsen requested that the board move to New Business – Agenda Item A. Public Recognition.*

The recognition of Caden (last name omitted for juvenile protection) for his efforts in potentially saving the life of his younger brother at the National Night Out Event were recognized. Present were the Glendale Heights Police Department representatives and Glenside Fire District representatives from the shift that day. Deputy Chief Cassady spoke about the incident that took place and gave Caden's grandmother a chance to say a few words about the nine year old. Deputy Chief Papas also shared his thoughts on the incident and praise for Caden. Caden was recognized with a plaque, award and some public education items for him and his younger brothers.

*Trustee Olsen motioned to recess the regular meeting for pictures and refreshments at 5:45 P.M.*

*Trustee Olsen motioned to return to the regular meeting at 5:57 P.M. Trustee Kosiara was recognized as being present as well as Controller Howard.*

- IV. MINUTES OF PREVIOUS TRUSTEES MEETINGS  
The regular and closed session meeting minutes for the Board of Trustee's meeting held on August 10, 2021 were presented for review and acceptance.

*Trustee Kosiara motioned to accept, approve and file the regular meeting minutes of August 10, 2021 as presented. 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.*

*Trustee Kosiara motioned to approve, file and release to the public the closed session meeting minutes of August 10, 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.*

The special and closed session meeting minutes for the Board of Trustee's meeting held on August 23, 2021 were presented for review and acceptance.

*Trustee Kosiara motioned to accept, approve and file the regular meeting minutes of August 23, 2021 and to approve, file but not release to the public the closed session meeting minutes of the special meeting held on August 23, 201. 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 August, 2021. He noted that ambulance fees collected in August put the District at 62% 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 33% and noted the surplus dollars for the District. 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 \$354,122.76. The motion was seconded by Trustee Osborn.*

#### *Roll Call Vote:*

*Trustee Olsen – aye*

*Trustee Osborn – aye*

*Trustee Kosiara – aye*

*Motion carried.*

### B. Other Items from the Controller

The annual MDA has been submitted meeting the requirement for the annual 2020-2021 audit which will be presented at the Board of Trustees October board meeting.

Controller Howard added that monies had been added to the extension tax cap and non-tax cap for the District. Chief Wood added that no formal determinations had been made yet in regards to the previous years' tax objections.

VI. LEGAL ISSUES

A. Attorney Report

Chief Wood noted there were no legal issues to discuss.

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 is scheduled this week for September 16, 2021. It will cover the required quarterly meeting for their board.

B. Foreign Fire Insurance Board

Chief Wood said there was nothing to report since the last meeting.

C. DuComm Report

Chief Wood noted that a "For Sale" sign should be posted within the next week at the old DuComm location on Wall Street.

D. Other Announcements

Chief Wood noted that this is the last board meeting for him as the Fire Chief.

The Glendale Heights Fest has been canceled. Comments were shared among the board members and Chief Wood.

A proclamation will be read at the Village of Glendale Heights board meeting on Thursday, September 30th and will then be presented to Chief Wood on his last day October 1<sup>st</sup>.

The Charity Golf Classic will take place on this Friday for which the District provided a sponsorship. Chief Wood and spouse have provided a sponsorship of the sweets table for the event as well.

Police Chief Doug Flint has retired and is being appointed as Assistant Village Manager for the Village of Glendale Heights.

A thank you note from Chief Bayer from Bloomingdale FPD was received regarding Fire Inspector Kyle Lipponeur for his assistance on a fire.

The Health and Safety Fair is being postponed and will become a drive-thru flu shot event hosted by the Village and AMITA Health Glen Oaks Hospital.

The Show and Shine Car Show will take place on Sunday, September 19<sup>th</sup>. The Glenside Fire District will be on site with the new pop up tent promoting hands only CPR to attendees and other public education information. We will be present for the fireworks show in the evening as well.

A recap of the National Fallen Firefighters Foundation stair climb event was provided by Admin Haiden. The event was a huge success at Soldier Field in Chicago for its first year in-person event. The board and the District support was acknowledged by Admin Haiden as well as the attendance and participation of Deputy Chief Cassady and Acting Officer Hauser.

#### VIII. OLD BUSINESS

##### A. Apparatus and Facilities

Deputy Chief Cassady said that all the prints and specifications for the new truck have been received and signed off by the District's truck committee. Ferrara will provide a begin date for the build and it is anticipated to hit the production line as soon as possible.

DC Cassady reported on facilities for the District noting that the quartermaster room has had some piping installation completed for the hanging of uniforms and PPE. The landscaping is being looked at and the area by the training house will be re-grated after the install of the cement walkways. We will be evaluating the training materials and disposing of all unnecessary materials. A dumpster will be purchased to complete this effort.

##### B. Other Old Business

Chief Wood stated that there was no other old business.

#### IX. NEW BUSINESS

##### A. Public Recognition

This agenda item was completed earlier in the meeting.

##### B. RES 2021-003 Budget and Appropriation 2021-2022

The resolution and items designated for surplus were reviewed by the board members. Personal protective equipment items on the list will be donated to either MABAS IL organizations or are under consideration for Technology Center of DuPage as in the past.

*Trustee Kosiara motioned to adopt Resolution 2021-003 A Resolution Authorizing the Sale or Donation of Personal Surplus*

*Property of The Glenside Fire Protection District. The motion was seconded by Trustee Olsen.*

*Roll Call Vote:*

*Trustee Kosiara – aye*

*Trustee Olsen – aye*

*Trustee Osborn – aye*

*Motion carried.*

C. DuComm Site and Equipment MOU

Deputy Chief Cassidy said the memorandum of understanding (MOU) between the Glenside District and DuComm was in regards to the DuComm equipment on site at Glenside. This equipment is essentially being utilized by the District but is owned by DuComm and at the end of the terms of the agreement, the equipment must be returned to DuComm.

*Trustee Kosiara enter into the MOU between DuComm aka DuPage Public Safety Communications and The Glenside Fire Protection District. The motion was seconded by Trustee Olsen.*

*Roll Call Vote:*

*Trustee Kosiara – aye*

*Trustee Olsen – aye*

*Trustee Osborn – aye*

*Motion carried.*

D. Vaccination and Testing Policy

To be held for discussion in closed session.

E. Fire Chief and Deputy Chief Contracts

To be discussed in closed session.

F. Other New Business

Deputy Chief Cassidy 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 6:55 P.M. The motion was seconded by Trustee Olsen.*

XII. RETURN TO RECESSED MEETING

*Trustee Kosiara motioned to return from closed session at 8:12 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.

*Trustee Kosiara moved to extend a contract to John Kolarik for the position of Deputy Chief with The Glenside Fire Protection District, which will commence from the start date of his full-time employment date and include a base salary of \$140,000 and will expire on April 30, 2023; part-time employment, paid at an hourly rate calculated off of the base salary of \$140,000 can begin as soon as designated by Mr. Kolarik. The motion was seconded by Trustee Olsen.*

*Roll Call Vote:*

*Trustee Kosiara – aye*

*Trustee Olsen – aye*

*Trustee Osborn – aye*

*Motion carried.*

*Trustee Kosiara moved to extend an offer of employment to Deputy Chief Richard Cassady for the new position of Fire Chief via contract with The Glenside Fire Protection District, effective October 1, 2021 and include a base salary of \$150,000; contract to expire on April 30, 2023; a one-time retro calculation based on the base salary of \$150,000 will be retroactively applied for the time period of August 1 through October 1. The motion was seconded by Trustee Olsen.*

*Roll Call Vote:*

*Trustee Kosiara – aye*

*Trustee Olsen – aye*

*Trustee Osborn – aye*

*Motion carried.*

XIII. ADJOURNMENT

The next regularly scheduled meeting of October 12, 2021 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 8:26 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/ Richard Osborn, Secretary

APPROVED THIS 12TH DAY OF OCTOBER, 2021

/s/ Nicholas Kosiara, President