

**PALOS FIRE PROTECTION DISTRICT
MINUTES OF THE BOARD OF TRUSTEES - REGULAR MEETING
MAY 7, 2018**

CALL TO ORDER: The May 7, 2018 Regular Meeting of the Board of Trustees was called to order at 7:00 P.M. by President Kevin McCurrie at Station #1, 8815 W. 123rd Street, Palos Park, Illinois.

PLEDGE OF ALLEGIANCE: President Kevin McCurrie led in the Pledge of Allegiance.

ROLL CALL: On call of the roll, Trustees Gene Adams, Todd Thielmann, Kevin McCurrie, Russell Miller and Richard Nogal responded as present.

OTHERS PRESENT: Chief James Graben, Deputy Chief Mike McDonald, Attorney Thomas Courtney, James Howard of Governmental Accounting, Inc., Recording Secretary Maxine Bell and personnel of the Fire Department.

APPROVAL OF MINUTES: A Motion was made by Trustee Miller and seconded by Trustee Nogal to approve the minutes of the March 5, 2018 meeting of the Board of Trustees, as written. On a roll call vote, with Trustee Adams abstaining, the Motion passed.

TREASURER'S REPORT: James Howard presented the Treasurer's Report and did an excellent job in explaining the District's Financial Analysis and the Summary of Revenue and Expenditures. Trustee McCurrie stated that the District had \$269,938.53 in payroll and \$75,756.36 in account payables. Trustee Adams asked a question regarding personal property replacement tax from the State and James did a fine job of answering. Trustee McCurrie asked for a Motion to Approve Treasurer's report, as presented. Motion was approved by Trustee Adams and seconded by Trustee Miller. The motion carried by a roll call vote.

PUBLIC COMMENTARY: None

CHIEF'S REPORT:

- A) Chief summarized the issue of having one employee out on worker's comp. This employee recently had a Functional Capacity Examination to determine his ability to return to work. The Chief is waiting for the results of his exam and will advise Trustees regarding this issue.
- B) Chief mentioned that on April 13, 2018 Michael Vallas was awarded a duty-related disability pension. He has requested PSEBA (Public Safety Employee Benefits Act) benefits. Chief advised that he is reviewing and processing his request at this time.

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Chief and Mr. Courtney are working together and the District has employed Sean Flaherty to also help review the process.

- C) Chief mentioned that Captain Hranicka located a dive shop who was interested in purchasing the station's old SCBA Compressor and would come and haul it away and put it to good use in a Marina. This compressor sold for \$600.00. Also, the 2000 Ford Explorer was sold for the amount of \$750.00.
- D) Chief mentioned that the new Ford Explorer Shift Commander vehicle has been ordered. Captain Rath is spearheading this endeavor and has been working with three different vendors to get the lighting and radio installed once we take delivery of the new car. Questions from Trustees were asked and these questions were answered by Captain Rath regarding cost of the equipment.
- E) Chief mentioned that he and Deputy Chief McDonald will be attending the Illinois Fire Chiefs Association's Annual symposium this May 16th through May 18th in Peoria, IL. Chief said it was a good networking conference for Illinois fire chiefs. The Chief will leave the District in the hands of the shift commanders in their absence.
- F) Chief stated that the District has received the IPRF Grant in the amount of \$19,441.00. These funds will be used for improved safety equipment and programs during the next year. One program would be to update the Policy and Procedure manual for the District employees. Chief has looked at the possibility of using Lexipol to assist with policy and procedural and program updates. Lexipol has partnered with IPRF and is offering a 13-week Group Integration Workshop. Chief has a flyer from Lexipol for trustees to review. The policies that Lexipol have written have been tested and are backed by case law. This would be very helpful for the District. This policy was last revised in 2003 and Mr. Courtney and trustees will overlook each policy. Also, Chief mentioned that if we sign up by July 1st and as IPRF members, the District would get a discount on the cost. This program would be implemented in August for the next administration. Chief will get more information and offer this to Trustees to review. Trustee Nogal stated that it would be imperative to have these policies updated. Mr. Courtney would have a great deal of input in these written policies. Chief stated that Lexipol would make this process a bit easier because the entire process is a daunting one. Lexipol provides updates to policies if we prescribe to their services.
- G) Chief advised Trustees of an interesting situation that took place this past week. Chief stated that Captain Rath and another firefighter encountered a resident at a nearby Dunkin Donuts. This particular resident inquired of the fire station employees if Palos Fire Protection District was in need of anything. The employees responded quickly stating that a fire engine was definitely needed. The resident told employees to put together some numbers and have someone call him. Chief spoke to this person on Thursday and this person confirmed that he will purchase a fire engine but he does

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not want to be recognized for this act. Trustees were amazed and Trustee Adams suggested that an article be written recognizing this person's selfless act but without mentioning his name. Discussion ensued. Mr. Tom Courtney interjected that he will call donor's attorneys to get a paper trail started and confirmation in writing so that we do not order a fire engine that we can't afford. Trustees agreed. Mr. Courtney explained that he can get funds wire transferred. More discussion ensued.

- H) Chief next commended the engine crew on their work in assisting a three-alarm brush fire that had spread to several buildings and trailers along the railroad tracks. The crew worked very hard and for several hours in difficult conditions.
- I) Chief further mentioned that the Palos Women's Club commented on what good work our employees did by way of conducting a CPR class for them. Chief commended Kevyn Holdefer, Matt Zanta and Tom Tonra who are the core for these classes. Chief went on to state that Peace Memorial donated to Palos Fire District \$300 which were the proceeds from their annual Pancake Breakfast. Chief will definitely go and thank them for their generosity.

OLD BUSINESS: Trustee McCurrie asked that Old Business be put at the end of the agenda for discussion regarding IPPFA Benefits and VEBA and 457 plan options for employees.

NEW BUSINESS: At the last meeting Chief stated that there were some suggestions to investigate getting higher interest rates in CDs for the Fire District's funds. James Howard recommended that we open at CNB bank a 6-month CD at 1.76% for \$245,000; a 12-month CD at 2.09% for \$245,000 and an 18-month CD with an interest rate TBD for \$245,000. The District will internally transfer \$3.5 million in these 3 accounts. Trustee McCurrie asked for a Motion to Accept James' recommendations to transfer funds into the above-mentioned three accounts with staggered interest rates. Motion was made by Trustee Miller and seconded by Trustee Adams. By a roll call vote, the Motion passed.

The next issue up for discussion was possible approval of PSEBA Ordinance and application form. Mr. Courtney explained to trustees what he did with this application form. He sent drafts out and said he added another layer for accountability and added a 21-30-day time period. Trustee McCurrie said trustees will wait until draft is returned from Sean Flaherty and after Mr. Courtney talks with Mr. Flaherty, to vote on adopting same.

Chief initiated a discussion regarding Intergovernmental Agreement with Cook County for Interoperability Radios. Chief received an e-mail from the Cook County Sheriff's department and they have a program which would allow the District to receive from them an Interoperability radio. These are portable radios and they have interop channels on them. You can speak to any entity by programing these radios; radios work off a repeater and communicate with other entities. Chief stated that Fire and Police could communicate if a mass tragedy occurred. These radios are grant funded. Chief suggested that the District

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order 2 radios and the cost will be covered. These were offered to the District approximately 8 years ago and, for some reason, the District did not go ahead with the program. Chief advised trustees that Palos Fire Protection District is the only station that does not have this program. Chief commented that with all the things going on today that, at least in the car, the District can have the ability to discuss and be on the same radio schedule as the police and ambulance department or sheriff's department. This is an agreement that Chief forwarded to Mr. Courtney. Chief further discussed benefits of this program to trustees. The two radios would be in Chief's car and shift commander's car at all times. Discussion ensued. Chief mentioned that in order to obtain this program the Trustees must sign an Interop Agreement and this agreement must be supported by the Board. Minutes reflecting the approval of this program by the Trustees must be shown to the County. Trustee McCurrie stated that there is no downside to this program and asked that a Motion to Approve the Intergovernmental Agreement with Cook County for 2 interoperability radios for Fire District shift commander's car and Chief's car. Trustee Miller made the Motion and Trustee Nogal seconded. By call of the roll, the Motion passed.

The next issue that needed attention was a discussion regarding Grant funded station lighting upgrades from Twin Supply. Deputy Chief McDonald interjected that the proposal that is being submitted is grant-funded through Commonwealth Edison. Deputy Chief McDonald went on to explain the benefits and costs. Deputy Chief stated that this was very beneficial for the Station. Twin Supply is listed on Commonwealth Edison's list of vendors. References for Twin Supply was asked for by trustees. Further discussion ensued regarding programmability, etc. Trustee Miller made a Motion to Accept Lighting Upgrades with state of the arc technology to be installed by Twin Supply by agreement from Commonwealth Edison who will reimburse District for 90% of the cost of upgrade. This motion was seconded by Trustee Adams. By call of the roll, the Motion passed.

Trustee McCurrie stated that we need to get the ball rolling to get contracts started for Mike McDonald as Chief and Jeff Rath as Deputy Chief. Trustees were very impressed with Captain Rath's resume and were happy to promote individuals from within the District.

Trustee McCurrie noted that the Board of Trustees Regular Meeting for July and August must be changed. Trustee Nogal made a Motion to change the July and August Regular Meeting of the Palos Fire Protection District's Board of Trustees to July 9, 2018 and August 13, 2018 respectively. Trustee Thielmann seconded. By call of the roll, the Motion passed.

CLOSED SESSION: A motion was made by Trustee Nogal and seconded by Trustee Thielmann to adjourn to closed session to discuss personnel issues, contracts, full and part-time negotiations and/or matters of possible litigation. On a roll call vote, the motion carried. The meeting was adjourned to closed session at 7:59 P.M. Trustee McCurrie asked that all shift commanders stay for closed session.

RETURN TO OPEN SESSION: The meeting returned to open session at 8:29 P.M.

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Trustee McCurrie stated that he would like to table a discussion regarding IPPFA Benefits VEBA and 457 plan options for employees to a future date.

Mr. Courtney wanted to say something regarding the fire engine issue. He gave this some thought and if we get satisfactory response from donor's attorney regarding getting the funds, we could put the engine on next agenda for new business and before a contract is signed, we can ask that the funds be put in our account and accept the donation. We will have a committee and get what we want on this new engine. Discussion ensued regarding this issue.

ADJOURNMENT: There being no further business to be brought before the Board, the meeting adjourned at 8:30 P.M. on a motion made by Trustee Nogal and seconded by Trustee Miller. On a roll call vote, the motion carried. The next regular meeting of the Board of Trustees will be held on Monday, June 4, 2018.





