

**PALOS FIRE PROTECTION DISTRICT
MINUTES OF THE BOARD OF TRUSTEES - REGULAR MEETING
JUNE 4, 2018**

CALL TO ORDER: The June 4, 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, Commissioner Tom Crowhurst, 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 Adams to approve the minutes of the May 7, 2018 meeting of the Board of Trustees, as written. On a roll call vote, 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 and James stated that everything was within budget. Trustee McCurrie stated that the District had \$307,784.18 in payroll and \$181,304.89 in account payables. 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

At this time Trustee McCurrie asked for a Motion to Revise the Agenda to recognize Chief Graben's 38 years of service at the Palos Fire Protection District. Trustee Miller made the Motion and Trustee Adams seconded. By a roll call vote, the Motion passed.

Trustee McCurrie spoke some kind words about the Chief's retirement and Trustee Nogal read a Proclamation that was prepared by the Board of Trustees. A 10-minute recess was had for cake and coffee.

The meeting resumed at 7:28 p.m. with Chief announcing that Captain John Hranicka retired effective today. Chief indicated that Captain Hranicka's retirement creates a vacancy for the Captain's position and that the Station is one firefighter down also. Chief mentioned he will get notices out for new hires. The procedure then will be testing for eligibility, applications, written exam, oral interviews and an opportunity to apply

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preference points and/or military points. Then a final list will be established by the end of August or beginning of September. Chief advised that everything thus far was on schedule.

CHIEF'S REPORT:

- A) Chief summarized the issue of having one employee out on worker's comp. Chief Graben advised that this employee is currently applying for a duty disability pension. He is currently still receiving PEDA benefits. Chief stated that this matter is in the Pension Board's hands at this point.
- B) Chief advised that Firefighter Brian Duggan has resigned his position with Palos Fire Protection District. Chief will move forward towards hiring a replacement. Chief sent out letters to prospective candidates.
- C) Chief gave the Trustees an update on the Twin Supplies Lighting project stating that Mr. Jay McGreevy will stop by to install a light fixture to see if it meets our expectations. If it does, Chief will set a target date for full project installation.
- D) Chief advised that the District will be hosting the MABAS 19 Chief's meeting on June 5th at Station 1. It will be the last meeting for Chief Graben. The District will have a light lunch and refreshments to celebrate Chief Graben's retirement.
- E) Last month Chief Graben spoke about a resident who offered to buy the District a fire truck. Firefighters suggested Chief call him and invite him to stop by the station on Saturday for a small BBQ. Chief commended the firefighters for their efforts in beautifying the grounds a little for those attending BBQ on Saturday.
- F) Chief had received a letter from Ms. Barbara Gerosa commenting that she had to call for help twice recently and that our firefighters' service was over and above what she expected.
- G) Next Chief Graben congratulated the Gold Shift for their great EMS Save on May 10th at 12701 S. 80th Avenue. Members included Aaron Rutter, Tom O'Connor, John Barcus, Kevyn Holdefer and Josh Goldschnicki who were called to the aid of an unresponsive and non-breathing patient. The District will be placing a Certificate of Achievement in each of the above-mentioned individual's file.
- H) The District had a fire that went to a full still level at 12230 S. 76th Avenue. Workers on the scene were installing a furnace. During installation they were sweating pipes. A fire resulted that was kept in check to one wall in the lower level. There was extensive water damage but the fire was confined to one room. There were no victims

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and no injuries. The fire was investigated by the insurance companies and a report was filed.

- D) In May, the District responded to 275 requests for service. They are broken down as follows: Fire – 6; Rescue & EMS – 178; Hazard (No Fire) – 8; Service Call – 16; Good Intent – 23; False Alarm/Call – 32; and Miscellaneous – 12. Chief mentioned that the District's Fire Recovery Program was doing well and has been providing its services for 14 months.

OLD BUSINESS: Trustee McCurrie asked that a discussion be had regarding a VEBA plan for employees with possible Board action. Mr. Courtney said that this issue was solely in the hands of the Board and no further discussion ensued.

Next the topic of a PSEBA (Public Safety Employee Benefits Act) Policy needed to be discussed. One employee has asked for PSEBA benefits. Mr. Courtney stated that he wants a Policy in place so it will go out with the application. If the employee is eligible, the District would be obligated to pay his health insurance until he receives Medicare and that of his family also. Mr. Courtney states that there are stipulations involved. Discussion ensued. Trustee McCurrie asked for a Motion to Adopt the PSEBA Policy as written by Mr. Courtney. The Motion was made by Trustee Miller and seconded by Trustee Nogal. By a roll call vote, the Motion passed.

NEW BUSINESS: The next issue was to review the audit proposal from Knutte and Associates. James said that this company knows our system and stated that we need Board approval to stay with Knutte. The fee schedule for the three year agreement is 2018- \$8500.00, 2019- \$8750.00 and 2020- \$9,000.00 for their services. A Motion to stay with Knutte and Associates for Auditing Purposes was made by Trustee Adams and seconded by Trustee Miller. By a roll call vote, the Motion passed.

The next issue was a Motion to Review Proposed Budget made by Trustee Miller and seconded by Trustee Nogal. By a roll call vote, the Motion passed. As a result of this Motion, James Howard gave a detailed explanation of the District's budget in reference to property taxes, ambulance fees, employee benefits, debt service, etc. James stated that regarding the fund balance, the District is in a good position, but still faces challenges. James proceeded to show a graph forecast of the budget to the Board of Trustees.

The next issue was a discussion to review residential equity transfer of \$200,000 as of April 30, 2018 with possible Board Action. A Motion to Revise was made by Trustee Miller and seconded by Trustee Nogal. By a roll call vote, the Motion passed.

CLOSED SESSION: A motion was made by Trustee Miller and seconded by Trustee Nogal 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 8:01P.M.

RETURN TO OPEN SESSION: The meeting returned to open session at 9:45 P.M.

Trustee McCurrie stated that further discussion regarding the positions of Chief and Deputy Chief will continue at next month's meeting.

Mr. Courtney asked that a Motion to Have Union give Board of Trustees a Letter of Understanding regarding VEBA Plan for employees with sick days included and proceed with Battalion Chief Proposal and option for Unused Vacation Time. Motion was made by Trustee Nogal and seconded by Trustee Miller. By a roll call vote, the Motion passed. Trustee McCurrie said this issue should be put on next month's agenda and if agreement is reached, the Board will act on it at the next meeting.

ADJOURNMENT: There being no further business to be brought before the Board, the meeting adjourned at 9:48 P.M. on a motion made by Trustee Miller and seconded by Trustee Nogal. On a roll call vote, the motion carried. The next regular meeting of the Board of Trustees will be held on Monday, July 9, 2018.








