

PALOS FIRE PROTECTION DISTRICT

MINUTES OF THE BOARD OF TRUSTEES - REGULAR MEETING DECEMBER 5, 2016

CALL TO ORDER: The December 5, 2016 Regular Meeting of the Board of Trustees was called to order at 7:02 P.M. by President Kevin McCurrie.

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

ROLL CALL: On call of the roll, Trustees Kevin McCurrie, Todd Thielmann, Gene Adams and Richard Nogal responded as present. Trustee Russell Miller was not present.

OTHERS PRESENT: Chief James Graben, Attorney Thomas Courtney, James Howard of Governmental Accounting, Inc., Recording Secretary Maxine Bell and personnel of the Fire District and family of Aaron Hamrick.

President McCurrie, at this point and due to Trustee Miller's absence, made a Motion to Nominate Richard Nogal as Secretary Pro Temp. Trustee Thielmann seconded the Motion. On a roll call vote, the Motion passed.

REVISION OF AGENDA: Trustee McCurrie made a Motion to Revise Agenda to bring the Oath of Office for Aaron Hamrick to the beginning of the agenda. Motion was so moved by Trustee Thielmann and seconded by Trustee Adams and by a roll call vote, the Motion passed.

President McCurrie gave a small speech welcoming Aaron and Aaron took the oath of office before his family and Fire District personnel. Aaron's mother pinned his badge on and Aaron was congratulated by Chief who spoke about this being a joyous occasion and Aaron left to celebrate with his family and to much applause from all present.

APPROVAL OF MINUTES: A Motion was made by Trustee McCurrie and seconded by Trustee Nogal to approve the minutes of the November 7, 2016 Regular 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 for the 6 month(s) ended October 31, 2016. Trustee McCurrie stated that the district had \$420,988.84 in payroll and \$81,477.20 in account payables and Trustee McCurrie made a Motion to approve the Treasurer's report, as presented. Motion was seconded by Trustee Nogal. The motion carried by a roll call vote.

PUBLIC COMMENTARY: None

CHIEF'S REPORT:

- A) Chief summarized the issue of having two employees out on worker's comp; one firefighter with knee injury came back to work and reinjured the same knee. He is now working with therapist and Trustee Adams asked if this employee needed surgery. Chief said he'll know more in a few days and Trustee McCurrie asked if maybe he should get a second opinion.

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The other employee has a lower back injury. Chief thinks he will be out for several months. Chief stated that he is waiting to hear if this employee will require surgery on his back. Trustee Adams asked if Workman's Comp determines whether this employee comes back or not. Chief explained about workman's comp's position on pensioning out on that injury. Chief stated that he communicates with workman's comp on a daily basis and that speeds things up a bit and workman's comp has been appreciative of Chief keeping them advised.

- B) Chief stated that the District received 231 calls last month; 146 being EMS calls. The response time was between 6 seconds to 1 minute and 6 seconds. Chief stated that average response time is about 4 minutes.
- C) Chief next stated that the entrance door on the East end of the building has been giving the firefighters trouble. Firefighter Kevin has been working with the lock constantly and Chief stated that he had to call a repairman and the repairman stated the door was rotting out from the inside so a new door had to be purchased. Chief replaced rotting door with a galvanized door and galvanized frame that will last for about 30 years.
- D) Chief mentioned that he previously stated that he would address Workman's Comp. Chief advised that he sent a letter to our current carrier stating that the District would be interested in getting another quote and they took it as the District would be leaving and it created quite a stir but letter was, in fact, a cost saver. The carrier (RPIF) sharpened their pencils and came up with \$30,000 savings in premium from last year. Chief said District is expecting a grant of \$26,000 for this year from RPIF. Chief went on to state that after talking with Mr. Courtney and James at great length, the gentlemen stated that the other carrier (ICRMT) did not have financial backing to carry the District. Trustee McCurrie thanked the Chief for all he's done in saving money for the District and getting the grants from RPIF.
- E) Chief is in the process of getting quotes for the District's liability coverage. The District has had VFIS this year and for many, many years as our liability carrier. This year the Chief has invited other carriers to compete with VFIS. Chief has some quotes and is expecting more. Chief stated that he will speak with Mr. Courtney and James regarding all these carriers and present the results to Trustees. Trustee Adams asked if we would have to worry about exclusions and Chief said he would negotiate these issues after getting feedback from Mr. Courtney and James. President McCurrie stated that Chief will have to make a decision before the next Trustee's meeting.
- F) Chief addressed Lieutenant testing. Just last week, the nine candidates completed their subjective evaluation consisting of two parts; oral interview and assessment center that were put on by Resource Management Associates. It was very well run and very professional. Chief got very positive feedback from the candidates. Chief said that tomorrow the Commissioners will get all scores and post a preliminary list before written exam and this list has to be posted before Friday. After written exam is completed, the candidates will have an opportunity to apply their military points if they have any. Then Commissioners will redo the list and post a final list.
- G) Trustee Thielmann asked about Marianne and Chief stated that she works for the District on weekends and payroll is coming along very smoothly with Marianne doing payroll and

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Marianne can work remotely on the administrative computer from her home and if the District gets in a bind, Marianne can help. Chief stated that after the first of the year he will see about getting some administrative help on a day to day basis.

OLD BUSINESS: Tom Courtney explained and spoke about the Annual Tax Levy Ordinance to the Trustees and President McCurrie made a Motion to Adopt Ordinance No. 2016-001 Ordinance Levying and Assessing 2016 Taxes; Trustee Nogal seconded. By call of the roll, the Motion passed. Discussion about signing ensued.

James Howard prepared and Chief explained about having a Mitigation Ordinance in place in order to be able to contract with a billing company regarding collecting from non-residents and generating extra income for the District. Chief stated that the company would be allowed to have access to District's recording system, our firehouse log in and there are triggers in the program as to what the call was classified as and the company would note this classification and send the District notice that this can be billed under the District's Ordinance. Trustee Adams had questions regarding time billed and Chief stated that he would ask that this issue be clarified. Trustee McCurrie made a Motion to Accept Resolution No. 22016-1, a Resolution Adopting and Establishing a Policy to Charge Mitigation Rates to Non-Residents of the District for the Deployment of Emergency and Non-Emergency Services Pursuant to Chapter 70 ILCS 11F, Charge Against Non-Residents. So moved by Trustee Thielmann and seconded by Trustee Adams. By roll call vote, the Motion passed. Discussion ensued about the paperwork involved with this Ordinance. Chief explained more about this billing company and Trustee Nogal asked about ambulance billing. Written contract is involved and James and Tom Courtney will approve and carry on with preparing a contract.

NEW BUSINESS: The issue came up regarding the review and approval of the Annual District Audit Report. Trustee McCurrie stated that James Howard was the District's financial advisor and James has a clean opinion of the auditors and James states they are accurate. James' opinion satisfied the Trustees.

Chief stated that he had a company working on the District's website but that he has divorced the District from this company and has a firefighter managing the website and it is working out just fine.

CLOSED SESSION: A motion was made by Trustee McCurrie and seconded by Trustee Adams to adjourn to closed session to discuss personnel issues, contract negotiations and/or matters of possible litigation. On a roll call vote, the motion carried. The meeting was adjourned to closed session at 8:01 P.M.

RETURN TO OPEN SESSION: The meeting returned to open session at 8:16 P.M.

ADJOURNMENT: There being no further business to be brought before the Board, the meeting adjourned at 8:17 P.M. on a motion made by Trustee McCurrie and seconded by Trustee Nogal. The motion carried by a roll call vote. President McCurrie stated the meeting was adjourned with

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no action taken. The next regular meeting of the Board of Trustees will be held on Monday, January 2, 2016.

Jim McCune
Paul M. Kuhl

Richard J. Nozal
Steve Adams