

**GLENSIDE FIRE PROTECTION DISTRICT
MINUTES OF THE REGULAR MEETING
JULY 9, 2024
OF THE BOARD OF TRUSTEES AT 4:30 P.M.**

- I. CALL TO ORDER:
President Kosiara called to order the regular meeting for Glenside Fire Protection District Board of Trustee's at 4:30 P.M.
- II. PLEDGE TO THE FLAG:
The pledge of allegiance to the flag was recited.
- III. ROLL CALL:
Present were Trustee Kosiara, Trustee Osborn and Trustee Foss. Trustee Osborn requested that the meeting minutes reflect that Chief Cassady, Deputy Chief Buccola, Controller Howard, Battalion Chief Pacie and Administrative Assistant Haiden were also in attendance.
- IV. MINUTES OF PREVIOUS TRUSTEES MEETINGS
The regular and closed session meeting minutes for the Board of Trustee's meeting held on June 11, 2024 were presented for review and acceptance.

Trustee Kosiara motioned to accept, approve and file the regular meeting minutes of June 11, 2024 as presented and to accept, approve, file and release to the public the closed meeting minutes of June 11, 2024 as presented. The motion was second by Trustee Osborn. Trustee Kosiara asked the record to reflect that there was unanimous approval of the motion with all members in attendance voting.

PUBLIC HEARING

Trustee Kosiara opened up the public hearing at 4:34 in regards to the budget and appropriations for the District's upcoming fiscal year 2024 through 2025.

The hearing was closed at 4:35 with no comments from the public.

V. FINANCIAL REPORTS

A. Controller's Report

Controller Howard reviewed the two months of the fiscal year ending June 2024. He summarized the revenues and operating expenses for the District and noted that interest continues to perform well opening the year with an increase of nine percent over last year's June earnings. There were minor capital expenditures for two stair chairs for which funds have been received through a grant.

There were no questions or concerns.

Trustee Kosiara motioned to approve and file the Controller's Report as presented and pay all accounts payables and payroll as presented for June in the amount of \$419,355.86. The motion was second by Trustee Osborn.

Roll Call Vote:

Trustee Kosiara – aye

Trustee Osborn – aye

Trustee Foss – aye

Motion carried.

B. ORD 2024-201 Budget and Appropriation 2024-2025

Trustee Kosiara motioned to adopt Ordinance 2024-201 An Ordinance Providing for the Budget and Appropriation of the Glenside Fire Protection District for the Fiscal Year Beginning May 1, 2024 and Ending April 30, 2025. The motion was second by Trustee Osborn.

Roll Call Vote:

Trustee Kosiara – aye

Trustee Osborn – aye

Trustee Foss – aye

Motion carried.

Trustee Foss signed the Certification of Established Revenues. An original of each will be filed with DuPage County.

C. Audit 2023-2024

The fiscal audit for May 1, 2023 through April 30, 2024 is underway with final fieldwork scheduled in July. The administrative assistant is working with our auditors and controller to complete the process.

D. Other Items from the Controller

There were no other items from the Controller.

VI. LEGAL ISSUES

A. Attorney Report

Chief Cassady reported that there were no items from the attorney.

B. Other items from the Attorney

There were no other items.

VII. ANNOUNCEMENTS

A. Fire Commissioners

Chief Cassady noted the Board of Commissioners will meet again in August.

B. Foreign Fire Insurance Board

Chief Cassady stated that the board will meet next on August 12th. They are looking to elect a new chairman for the board. An update on the balcony project was provided noting that the project will no longer be pursued with an estimate of cost received at \$602,000.

C. DuComm Report

Chief Cassady reported that a conditional offer has been made to a new Human Resources Manager at DuComm as the previous HR manager moved into the Finance Manager opening. They are planning for their annual summit to be held, date to be determined. It was noted that their staff is at 73% of capacity with efforts to continue to fill open positions. They plan on having additional staff on hand during the Democratic National Convention to assist with any MABAS situations that might arise. The switch over to new tones has been completed.

Trustee Kosiara reported on the fire executive board representatives and the replacement at the July 24th upcoming meeting.

D. Other Announcements

Chief Cassady updated the board letting them know that the District is hiring new part-time firefighters and still interviewing more.

For the safety of our firefighters, the District has removed the foam containing PFA's (with forever chemicals) and replaced the product with an eco-friendly gel. The remaining half gallon buckets of old foam will be properly disposed of.

A request for draft bids for a new roof for the station is being prepared for presentation to the board at the August board meeting.

The Western Alliance agreement is not yet ready for signature.

The District has contracted with a new company of occupational health services for annual physicals, workers compensation cases, and random drug screens. The company is Endeavor Health through Edwards-Elmhurst Occupation Health Services.

The Glendale Heights Fest is this week and Chief Cassady did not anticipate many changes from last year's event.

The opening created by the vacancy of a full-time firefighter will be pursued in August.

VIII. OLD BUSINESS

A. Apparatus and Facilities

Deputy Chief Buccola provided an update on vehicles noting that an engine coolant line in Engine 59 has been replaced and additional preventive maintenance on vehicles would be completed after the fest took place this week. Several ambulance repairs were needed and were covered by warranty.

B. CBA Ratification 2024-2027

The CBA has been completed to date and final copies are ready to be signed. Two original copies were signed by the Board of Trustees members and the union President, Kyle Lipponeur; they will also be signed by the remaining union members not present.

Trustee Kosiara motioned to ratify the collective bargaining agreement between the Glenside Fire Protection District and the Glenside Professional Fire Fighters Association from May 1, 2024 through April 30, 2027. The motion was second by Trustee Osborn.

Roll Call Vote:

Trustee Kosiara – aye

Trustee Osborn – aye

Trustee Foss – aye

Motion carried.

Trustee Kosiara is thrilled with the relationship between the District and the Union. Chief Cassady noted that it was a professional and collaborative effort for the changes made in the CBA.

C. Deputy Chief Admin Contract Renewal

Chief Cassady noted that the two year contract for Deputy Chief Buccola's position was ready for acceptance and signature. The only changes were in base pay and time frame of the contract.

D. Administrative Wages Review

Chief Cassady asked that the item be held for closed session.

E. Other Old Business

Chief Cassady noted that there was no other old business.

IX. NEW BUSINESS

A. ETSB Radio Selection Memorandum

Chief Cassady updated the board on the ETSB APNEXT Fire Radio Model final selection. The choice for Glenside is the NFPA compliant radio model choice. Fifteen of sixteen agencies have chosen this model. Trustee Kosiara signed the memo in support of choosing the District's recommendation.

B. GH Charity Golf Classic

Chief Cassady provided the flyer regarding the annual Glendale Heights Charity Golf Classic taking place on Wednesday, August 28th, 2024. In the past the District has approved to provide a Silver Sponsorship towards the efforts.

Trustee Kosiara motioned to support the GH Charity Golf Classic by providing a Silver Sponsorship in the amount of \$1,500. The motion was second by Trustee Foss.

Roll Call Vote:

Trustee Kosiara – aye

Trustee Foss – aye

Trustee Osborn – aye

Motion carried.

C. Battalion Chief Vacancy

1. Job Posting

Chief Cassady provided a sample posting of the vacancy position.

2. Assessment Center Vendor Approval

There was discussion regarding the assessment center schedule and details for the process. The tentative date, until confirmed by the assessment center, is September 12th.

Trustee Kosiara motioned to enter into a contract with Testing for Public Safety, LLC dba IPSP in the amount of \$6,600 to conduct an assessment center for the Battalion Chief position and not to exceed \$7,500 for the hiring process. The motion was second by Trustee Osborn.

Roll Call Vote:

Trustee Kosiara – aye

Trustee Osborn – aye

Trustee Foss – aye

Motion carried.

D. Other New Business

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 5:54 PM. The motion was second by Trustee Osborn.

XII. RETURN TO RECESSED MEETING

Trustee Kosiara motioned to return from closed session at 6:39 P.M. The motion was second by Trustee Foss. Trustee Kosiara asked the record to reflect that there was unanimous approval of the motion with all members in attendance voting.

No action taken in closed session.

Trustee Kosiara motioned to provide cost of living increases to Administrative personnel, part-time firefighters positions in the following manner:

Part-time employees' pay levels shall all be increased by \$1.00 across all levels and a 401 plan will be established to provide an employer match up to 2% of what the employee chooses to contribute to the plan.

The Fire Chief will receive a salary adjustment to \$165,000;

The Deputy Chief's new contract was signed by the Trustee President, the DC will receive a salary adjustment to \$152,000 and an extension of two years;

The Battalion Chiefs will receive a cost of living increase of 3% to their base salary;

The Fire Marshal will receive a base salary adjustment of \$6,000 to his base salary and a cost of living increase of 3% and a decrease in his insurance stipend from \$12,000 down to \$6,000;

The Administrative Assistant and Secretary will each receive a cost of living base increase of 2% and an increase of 2% to their 401a plan on the employer contribution side;

The motion was second by Trustee Osborn,

Roll Call Vote:

Trustee Kosiara – aye

Trustee Osborn – aye

Trustee Foss – aye

Motion carried.

XIII. ADJOURNMENT

The next regularly scheduled meeting of August 13, 2024 will take place at the regular time of 4:30 PM at 1608 Bloomingdale Road, Glendale Heights, Illinois.

Trustee Kosiara motioned to adjourn the meeting at 6:45 P.M. The motion was second by Trustee Osborn. 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 13TH DAY OF AUGUST, 2024

/s/ Nicholas Kosiara, President