

OAKBROOK TERRACE FIRE PROTECTION DISTRICT
BOARD OF TRUSTEES REGULAR MEETING
17W400 BUTTERFIELD ROAD
OAKBROOK TERRACE, IL 60181

September 11, 2019
7:00pm

AGENDA
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- I. CALL TO ORDER (Ventura)**
- II. ROLL CALL (Boksa)**
- III. PLEDGE OF ALLEGIANCE (All)**
- IV. APPROVAL OF MINUTES –**
Board of Trustees – Regular Meeting Open Session / August 14, 2019 (Ventura)
- V. APPROVAL OF TREASURER’S REPORT – August 31, 2019 (Sarallo)**
- VI. PUBLIC PARTICIPATION (Ventura)**
- VII. OLD BUSINESS (Ventura)**
 - A. Other Old Business
- VIII. NEW BUSINESS**
 - A. Review and Approve Current Bills (Sarallo)
 - B. Resignation Letter / Mitchell Winkelmann
 - C. October Meeting Date Change from October 9, 2019 to October 16, 2019
 - D. Other New Business

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- IX. CORRESPONDENCE (Ventura)**
- Insurance Services Office, Inc. / Summary Report for PPC Classification
- X. FIRE CHIEFS' REPORT (DeLuca Jr.)**
- XI. HR/FINANCE DIRECTOR REPORT (Sebesta)**
- XII. LEGAL COUNSEL (Miller)**
- XIII. CLOSED SESSION (If Required) (Ventura)**
- A. Appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District
 - B. Collective Negotiating Matters, Salary Schedules
 - C. Purchase or Lease of Real Property (Real Estate & Buildings) for the use of the Public Body
 - D. The Setting of a Price for Sale or Lease of Property owned by the Public Body
 - E. The Sale or Purchase of Securities, Investments, or Investment Contracts
 - F. Emergency Security Procedures
 - G. Litigation (Lawsuits) when in action against, affecting, or on behalf of the particular Public Body
 - H. The Establishment of Reserves for Claims or Settlement of Claims
 - I. Discussion of Minutes of Closed Session for Purposes of Approval or Review for Public Disclosure
- XIV. POSSIBLE ACTION ON CLOSED SESSION DISCUSSION**
- XV. ADJOURNMENT (Ventura)**
- XVI. NEXT REGULAR MEETING: October 9th or 16th, 2019**

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BOARD OF TRUSTEES
REGULAR MEETING MINUTES
September 11, 2019

CALL TO ORDER

President Ventura called the regular meeting of the Board of Trustees to order at 7:00 p.m. on September 11, 2019, at the City of Oakbrook Terrace, 17W261 Butterfield Road, Oakbrook Terrace, Illinois.

ROLL CALL

The roll call indicated the following: Present: Trustees Ventura, Sarallo, Haring
Also, Present: Chief Ralph DeLuca Jr., Attorney Joseph Miller,
HR/Finance Director Gregory J. Sebesta
Absent: Administrative Assistant Renee Boksa

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was said by all present. President Ventura requested a moment of silence in remembrance of the victims and their families of the September 11, 2001 tragedy.

MINUTES OF THE PRIOR MEETING

Sarallo motioned to approve the Board of Trustees Regular Meeting Minutes of August 14, 2019, seconded by Haring.

Roll Call: Ventura, Sarallo, Haring

Absent: None

MOTION PASSES

FINANCIAL TREASURER'S REPORT

Trustee Sarallo presented the Treasurer's report for Accounts Receivable and Accounts Payable for the month ending August 31, 2019.

Ventura motioned to approve the Treasurer's Report as presented, seconded by Haring.

Roll Call: Ventura, Sarallo, Haring

Absent: None

MOTION PASSES

PUBLIC PARTICIPATION

No Public Participation required at this time.

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OLD BUSINESS

A. Other Old Business

No Old Business required at this time.

NEW BUSINESS

- A. Review and Approve Current Bills: Trustee Sarallo read the grand total of \$24,998.88, for current bills as of September 11, 2019.

Haring motioned to approve the current bills, seconded by Ventura.

Roll Call: Ventura, Sarallo, Haring

Absent: None

MOTION PASSES

- B. Chief DeLuca presented and discussed a letter of resignation submitted by part time Firefighter / Paramedic Mitchell Winkelmann.

Ventura motioned to accept the resignation of employment letter with the District from Mitchell Winkelmann, seconded by Haring.

Roll Call: Ventura, Sarallo, Haring

Absent: None

MOTION PASSES

- C. President Ventura indicated that if the Board agreed, recommended changing the October 9, 2019 meeting to October 16, 2019. Haring motioned to move the next Board of Trustees Meeting from October 9, 2019 to October 16, 2019, seconded by Sarallo.

Roll Call: Ventura, Sarallo, Haring

Absent: None

MOTION PASSES

CORRESPONDENCE

No Correspondence required at this time.

FIRE CHIEFS' REPORT

Chief DeLuca informed the Board on the following items:

- Chief DeLuca presented for review and discussion the packet of information that he along with President Ventura received from ISO as it relates to the Fire District's recent evaluation. Chief DeLuca indicated that after all supporting documentation was reviewed along with a Fire Station interview with the Fire Chief and Staff Members, the Fire District obtained an ISO Class 2 rating from the previous rating of a Class 3.
- Chief DeLuca indicated that he is still in the process of interviewing applicants for part-time paramedic positions.

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- Chief DeLuca advised the Board that the Illinois Fire Chiefs Association (IFCA) is currently working with Federal Medicaid to seek any type of reimbursement for the difference of billable verses actual collectable. Additional information will be presented when it becomes available.
- Chief DeLuca advised that he's continuing discussions with Brycer (The Compliance Engine) LLC, for purposes of tracking fire alarm and suppression testing records. Chief DeLuca recommended that the Fire District move forward and engage into an agreement with Brycer. The Board supported Chief DeLuca's recommendation and advised him to move forward with Attorney Miller in preparing and Ordinance for the next meeting for review and potential adoption.

HR/FINANCE DIRECTOR REPORT

- Director Sebesta indicated that the Fiscal Year ending 5/31/19 Audit should be completed by the next Board of Trustees meeting for review and possible approval.
- Director Sebesta advised the Board that he is currently working with the Firefighters Local 4435 toward establishing a Retiree Healthcare Funding Plan. When applicable, a sidebar agreement letter will have to be approved in addition to the Board of Trustees passing a Resolution for such plan. Attorney Miller and Director Sebesta will provide the Board additional information when applicable.

LEGAL COUNSEL REPORT

- Attorney Miller reminded the Board about drafting the TAX LEVY which has to be passed and submitted by the end of December 2019.
- Attorney Miller advised the Board of upcoming Advanced Trustee Training that will meet the requirements for their annual training. Paperwork was given to the Trustees regarding the date, time and location along with registration information.

CLOSED SESSION

No Closed Session required at this time.

POSSIBLE ACTION ON CLOSED SESSION DISCUSSION

No Action on Closed Session required at this time.

ADJOURNMENT

Sarallo moved, seconded by Haring to adjourn the meeting.

Roll Call: Ventura, Sarallo, Haring

Absent: None

MOTION PASSES

The regular meeting of the Oakbrook Terrace Fire Protection District Board adjourned at 7:31 pm.

Submitted by,



Gregory J. Sebesta
HR / Finance Director