

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

**August 12, 2020**  
**7:00pm**

**AGENDA**  
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- I. CALL TO ORDER** (Ventura)
- II. ROLL CALL** (Boksa)
- III. PLEDGE OF ALLEGIANCE** (All)
- IV. PUBLIC HEARING – ANNUAL BUDGET & APPROPRIATION Ordinance #20-21-02**
- V. APPROVAL OF MINUTES –**  
Board of Trustees – Regular Meeting Open Session / July 8, 2020 (Ventura)
- VI. APPROVAL OF TREASURER’S REPORT –** July 31, 2020 (Sarallo)
- VII. PUBLIC PARTICIPATION** (Ventura)
- VIII. OLD BUSINESS** (Ventura)
  - A. Annual Budget & Appropriation Ordinance #20-21-02 (Sebesta, Sarallo)
  - B. Other Old Business
- IX. NEW BUSINESS**
  - A. Review and Approve Current Bills (Sarallo)
  - B. Consider Adoption of Ordinance #20-04/Collective Bargaining Agreement between the Oakbrook Terrace Fire Protection District & the Oakbrook Terrace Professional Firefighter’s Association/IAFF Local 4435 (DeLuca, Sebesta)
  - C. Treasurer’s Annual Report / Fiscal Year Ending May 31, 2020 (Sebesta, Sarallo)
  - D. Chief Fiscal Officer’s Certificate (Sebesta, Sarallo)
  - E. Other New Business

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- X. CORRESPONDENCE** (Ventura)
- XI. FIRE CHIEFS' REPORT** (DeLuca Jr.)
- XII. HR/FINANCE DIRECTOR REPORT** (Sebesta )
- Review/Discuss Income vs. Expenses for Fiscal Year Ending 05/31/2020
- XIII. LEGAL COUNSEL** (Miller)
- XIV. 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
- XV. POSSIBLE ACTION ON CLOSED SESSION DISCUSSION**
- XVI. ADJOURNMENT** (Ventura)
- XVII. NEXT REGULAR MEETING: September 9, 2020**

OAKBROOK TERRACE FIRE PROTECTION DISTRICT  
17W400 BUTTERFIELD ROAD  
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BOARD OF TRUSTEES  
**REGULAR MEETING MINUTES**  
August 12, 2020

**CALL TO ORDER**

President Ventura called the regular meeting of the Board of Trustees to order at 7:00 p.m. on August 12, 2020, at the Oakbrook Terrace Fire Protection District, 17W400 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, Administrative Assistant Renee Boksa  
Absent: None

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was said by all present.

**PUBLIC HEARING - ANNUAL BUDGET & APPROPRIATION ORDINANCE #20-21-02**

Trustee Ventura called the Public Hearing Meeting at 7:03pm for the Annual Budget & Appropriation Ordinance #20-21-02.

As a matter of reference, a notice was published in the newspaper identifying the time and location of the public hearing and stating that a tentative form of the budget was made available for review, at the station, 30 days prior to the public hearing.

President Ventura closed the Public Hearing Meeting at 7:05pm.

**MINUTES OF THE PRIOR MEETING**

Sarallo motioned to approve the Board of Trustees Regular Meeting Minutes of July 8, 2020, 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 July 31, 2020.

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

Roll Call: Ventura, Sarallo, Haring

Absent: None

MOTION PASSES

**PUBLIC PARTICIPATION**

No Public Participation required at this time.

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BOARD OF TRUSTEES  
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**OLD BUSINESS**

- A. Annual Budget & Appropriation Ordinance #20-21-02:** The Board of Trustees reviewed and discussed the Annual Budget & Appropriation Ordinance #20-21-02 for the fiscal year beginning June 1, 2020 and ending May 31, 2021. Finance Director Sebesta informed the Board that Lieutenant Joseph Frieri applied for a FEMA Grant on behalf of the District for three cardiac monitors that will expire in February 2021. Finance Director Sebesta was pleased to announce that the District was awarded the grant. This grant will greatly assist the District to stay within the parameters of the budget.

Trustee Ventura read and motioned to approve the Annual Budget & Appropriation Ordinance #20-21-02 as presented, seconded by Haring.

Roll Call: Ventura, Sarallo, Haring

Absent: None

MOTION PASSES

**B. Other Old Business**

No Other Old Business required at this time.

**NEW BUSINESS**

- A. Review and Approve Current Bills:** Trustee Sarallo read the grand total of \$36,795.91, for current bills as of July 8, 2020.

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

Roll Call: Ventura, Sarallo, Haring

Absent: None

MOTION PASSES

- B. Consider Adoption of Ordinance #20-04 / Collective Bargaining Agreement between the Oakbrook Terrace Fire Protection District & the Oakbrook Terrace Professional Firefighter's Association/IAFF Local 4435:** HR/Finance Director Sebesta stated that certain points of interest, such as the wage and benefit policy and promotional policy were discussed and agreed upon by both parties. Most items were done from the previous CBA which made this negotiation process a smooth transition. The most negotiated and discussed item was the Drug & Alcohol policy. Chief DeLuca and Attorney Miller along with the President of Local 4435, Lieutenant Sebesta were in constant, in depth discussions regarding that policy and its changes. Chief DeLuca recognized Local 4435 President, Lieutenant Sebesta and his team for his efforts in assisting to complete and agree upon this contract before its expiration date.

Sarallo read and motioned to accept Ordinance #20-04, seconded by Haring.

Roll Call: Ventura, Sarallo, Haring

Absent: None

MOTION PASSES

- C. Treasurer's Annual Report/Fiscal Year Ending May 31, 2020:** The Board of Trustees reviewed the Treasurer's Annual Report for Fiscal Year Ending May 31, 2020.

Sarallo read & accepted the Treasurer's Annual Report for fiscal year ending May 31, 2020 as presented, seconded by Haring.

Roll Call: Ventura, Sarallo, Haring

Absent: None

MOTION PASSES

- D. Other New Business:** None

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**CORRESPONDENCE**

No Correspondence required at this time.

**FIRE CHIEFS' REPORT**

Chief DeLuca informed the Board on the following items:

- A category EF1 storm impacted many surrounding towns with responses including; multiple wires down, building collapses, structure fires and trees down. Du-Comm ran in "storm mode" for all emergency responses which were addressed as needed. Du-Comm will continue to review certain details of the "storm mode" procedure to ensure responses are handled even more efficiently for future storm scenarios.
- The District is eligible to receive up to approximately \$24,000 in reimbursement funding from the DuPage County for costs incurred from COVID-19 related preparation and responses. The amount that each entity receives is based on population of the town/city. The District is maintaining a list of costs associated with the COVID-19 pandemic for submittal to the County.
- MABAS/Fire Agencies are beginning combined training sessions. Precautions are being taken with mask wearing, sanitizing, hand washing and social distancing.

**HR/FINANCE DIRECTOR REPORT**

- Finance Director Sebesta gave a summarized activity of expenses vs. revenues for the fiscal year 6/1/2019 thru 5/31/2020. Certain items that impacted the activity were discussed.

**LEGAL COUNSEL REPORT**

- Attorney Miller informed the Board that he would like to work with the District on the upcoming tax levy.

**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**

Haring moved, seconded by Sarallo 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 7:52 pm.

Submitted by,



Renee Boksa

Administrative Assistant