

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

**December 9, 2020**  
**7:00pm**

**AGENDA**  
Page 1 of 2

- 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 / November 11, 2020 (Ventura)
- V. APPROVAL OF TREASURER’S REPORT** – November 30, 2020 (Sarallo)
- VI. PUBLIC PARTICIPATION** (Ventura)
- VII. OLD BUSINESS** (Ventura)
  - A. Other Old Business
- VIII. NEW BUSINESS**
  - A. Review and Approve Current Bills (Sarallo)
  - B. Foreign Fire Insurance Board / Budget
  - C. Review/Consider/Approval / HR/Finance Director Gregory J. Sebesta Employment Agreement
  - D. Ordinance 2020-08 / Amending Ambulance Service Rates
  - E. Review/Consider/Approval of Final Audit Report for Fiscal Ending 5/31/20
  - F. Discussion of Minutes of Closed Session for Purposes of Approval or Review for Public Disclosure-No Closed Session Minutes in the 2020 Calendar Year.
  - G. Review/Approve Board of Trustee 2021 Meeting Dates: 1/13/21, 2/10/21, 3/10/21, 4/14/21, 5/12/21, 6/9/21, 7/14/21, 8/11/21, 9/8/21, 10/13/21, 11/10/21, 12/8/21
  - H. Other New Business

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

**December 9, 2020**  
**7:00pm**

**AGENDA**  
Page 2 of 2

**IX. CORRESPONDENCE (Ventura)**

**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: January 13, 2021**

OAKBROOK TERRACE FIRE PROTECTION DISTRICT  
17W400 BUTTERFIELD ROAD  
OAKBROOK TERRACE, IL 60181  
BOARD OF TRUSTEES  
**REGULAR MEETING MINUTES**  
December 9, 2020

**CALL TO ORDER**

President Ventura called the regular meeting of the Board of Trustees to order at 7:00 p.m. on December 9, 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, Trustee Sarallo (arrived at 7:10), Trustee Haring  
Also Present: Chief Ralph DeLuca Jr., HR/Finance Director Gregory J. Sebesta, Attorney Joseph Miller, Administrative Assistant Renee Boksa  
Absent: None

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was said by all present.

**MINUTES OF THE PRIOR MEETING**

Ventura motioned to approve the Board of Trustees Regular Meeting Minutes of November 11, 2020, seconded by Haring.

Roll Call: Ventura, Haring

Absent: Sarallo

MOTION PASSES

**FINANCIAL TREASURER'S REPORT**

Trustee Ventura presented the Treasurer's report for Accounts Receivable and Accounts Payable for the month ending November 30, 2020.

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

Roll Call: Ventura, Haring

Absent: Sarallo

MOTION PASSES

**PUBLIC PARTICIPATION**

No Public Participation required at this time.

**OLD BUSINESS**

No Other Old Business required at this time.

OAKBROOK TERRACE FIRE PROTECTION DISTRICT  
BOARD OF TRUSTEES  
REGULAR MEETING MINUTES  
December 9, 2020  
Page 2

**NEW BUSINESS**

- A. Review and Approve Current Bills:** Trustee Haring read the grand total of \$18,107.62, for current bills as of December 9, 2020.

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

Roll Call: Ventura, Haring

Absent: Sarallo

MOTION PASSES

- Trustee Sarallo joined the meeting.

- B. Foreign Fire Insurance Board / Budget:** The Foreign Fire Insurance Board budget for 2021 was presented to the Board for review. It was noted that Chief DeLuca attends the meetings and monitors purchases being considered by the Board. The Board accepted the FFIB budget as presented.

- C. Review/Consider/Approval / HR/Finance Director Gregory J. Sebesta Employment Agreement:** The Board of Trustees reviewed and discussed the employment contract for HR/Finance Director Gregory J. Sebesta.

Ventura motioned to approve the employment contract for HR/Finance Director Sebesta, seconded by Haring.

Roll Call: Ventura, Sarallo, Haring

Absent: None

MOTION PASSES

- D. Ordinance 2020-08 / Amending Ambulance Service Rates** All present discussed the proposed increased rates in the Ordinance. The Board agreed on the increased amounts for non-resident ambulance transports.

Ventura read and motioned to accept Ordinance #2020-08, seconded by Haring.

Roll Call: Ventura, Sarallo, Haring

Absent: None

MOTION PASSES

- E. Review/Consider/Approval of Final Audit Report for Fiscal Year Ending 5/31/2020:** The Board reviewed the electronic copy of the final audit report from Mueller & Co., LLP and discussed a few items with Finance Director Sebesta.

Ventura motioned to accept the final audit report for fiscal year ending 5/31/2020, seconded by Haring.

Roll Call: Ventura, Sarallo, Haring

Absent: None

MOTION PASSES

- F. Discussion of Minutes of Closed Session for Purposes of Approval or Review for Public Disclosure:** No closed session minutes were needed or created for the 2020 calendar year

- G. Review/Approve Board of Trustee 2021 Meeting Dates:** The Board agreed with the meeting dates presented for the year 2021.

- H. Other New Business:** No other new business.

OAKBROOK TERRACE FIRE PROTECTION DISTRICT  
BOARD OF TRUSTEES  
REGULAR MEETING MINUTES  
December 9, 2020  
Page 3

**CORRESPONDENCE**

No Correspondence required at this time.

**FIRE CHIEFS' REPORT**

Chief DeLuca informed the Board on the following items:

- The final submission to the DuPage County for the Cares Act Program has been completed. A portion of the funds previously submitted have been received by the District.
- The Lucas device (cardiac compression), approved by the Board of Trustees at the November meeting has been placed in service. All Fire District employees have been trained in the device's operation.
- FEMA may reopen the Public Assistance Grant for PPE expenses incurred by the District for Covid-19 related responses and preparedness.
- Chief DeLuca has re-engaged in conversation with Chief Bonomo of the York Center FPD regarding the potential consolidation of the two Fire Districts. Another meeting will be schedule for further discussion.
- The District received a \$1,000.00 gift card from the Home Depot to recognize first responders.

**HR/FINANCE DIRECTOR REPORT**

HR/Finance Director Sebesta informed the Board on the following items:

- The NIAFPD Training conference will be held virtually this year. The District will register the Trustees to attend.
- The sale of the surplus ambulance has been completed. All details of the transaction have been finalized.
- With the Boards consent, HR Sebesta requested that the District extend the Line of Credit with Community Bank of Elmhurst. It's the consensus of the Board have the Line of Credit remain open.

**LEGAL COUNSEL REPORT**

- Attorney Miller and Chief DeLuca spoke of the distribution timeline for the Covid-19 vaccine.

**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.

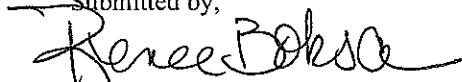
Roll Call: Ventura, Sarallo, Haring

Absent: none

MOTION PASSES

The regular meeting of the Oakbrook Terrace Fire Protection District Board adjourned at 7:49 pm.

Submitted by,



Renee Boksa

Administrative Assistant