

OAKBROOK TERRACE FIRE PROTECTION DISTRICT
BOARD OF TRUSTEES REGULAR MEETING
17W261 BUTTERFIELD ROAD
OAKBROOK TERRACE, IL 60181

September 14, 2022
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 10, 2022 (Ventura)
- V. APPROVAL OF TREASURER’S REPORT –** August 31, 2022 (Sarallo)
- VI. PUBLIC PARTICIPATION** (Ventura)
- VII. OLD BUSINESS** (Ventura)
 - A. Other Old Business
- VIII. NEW BUSINESS**
 - A. Review and Approve Current Bills (Sarallo)
 - B. Review/Approve of Closed Session Minutes dated April 13, 2022
 - C. Review/Approve of Closed Session Minutes dated July 13, 2022
 - D. Review/Discuss/Consider Action on HR/Finance Director Sebesta Employment Contract
 - E. Review/Discuss/Consider Action on Amendments to the Wage & Benefit Policy
 - F. Review/Approve: LARPA Intergovernmental Agreement.
 - G. Other New Business

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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: October 12, 2022

OAKBROOK TERRACE FIRE PROTECTION DISTRICT
17W400 BUTTERFIELD ROAD
OAKBROOK TERRACE, IL 60181
BOARD OF TRUSTEES
REGULAR MEETING MINUTES
September 14, 2022

CALL TO ORDER

Trustee Ventura called the regular meeting of the Board of Trustees to order at 7:00 p.m. on September 14, 2022, at the City of Oakbrook Terrace, 17W261 Butterfield Road, Oakbrook Terrace, Illinois.

ROLL CALL

The roll call indicated the following: Present: Trustee Ventura, Trustee Sarallo, Trustee Haring
Also Present: Chief Ralph DeLuca Jr., Attorney Joseph Miller, HR/Finance Director Sebesta
Administrative Assistant Renee Boksa
Absent: None

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was said by all present.

MINUTES OF THE PRIOR MEETING

Sarallo motioned to approve the Board of Trustees Regular Meeting Minutes of August 10, 2022, 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, 2022.

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

Roll Call: Ventura, Sarallo, Haring

Absent:

MOTION PASSES

PUBLIC PARTICIPATION

No Public Participation required at this time.

OLD BUSINESS

No Old Business required at this time

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President Ventura called to convene into closed session at 7:02, to discuss employment matters.
Haring motioned, seconded by Sarallo.
Roll Call: Ventura, Sarallo, Haring

Absent: None
MOTION PASSES

Regular session resumed at 7:34pm. Roll Call: Ventura, Sarallo, Haring
President Ventura made notification employment matters were discussed. and that closed session minutes will remain closed to the public.

NEW BUSINESS

- A. Review and Approve Current Bills:** Trustee Sarallo read the grand total of \$12,576.62, for current bills as of September 14, 2022.

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

Roll Call: Ventura, Sarallo, Haring

Absent: None
MOTION PASSES

- B. Review/Approve Closed Session Minutes dated April 13, 2022:** The Board reviewed the closed session minutes from April 13, 2022.

Ventura motioned to approve the April 13, 2022 closed session minutes, seconded by Haring.

Roll Call: Ventura, Sarallo, Haring

Absent: None
MOTION PASSES

President Ventura stated that these closed session minutes will remain closed to the public.

- C. Review/Approve Closed Session Minutes dated July 13, 2022:** The Board reviewed the closed session minutes from July 13, 2022.

Ventura motioned to approve the July 13, 2022 closed session minutes, seconded by Haring.

Roll Call: Ventura, Sarallo, Haring

Absent: None
MOTION PASSES

President Ventura stated that these closed session minutes will remain closed to the public.

- D. Review/Discuss/Consider Action on HR/Finance Director Sebesta Employment Contract:** The Board reviewed the employment contract for HR/Finance Director Gregory J. Sebesta.

Haring motioned to authorize the 2023 employment contract with HR/Finance Director Sebesta, seconded by Sarallo.

Roll Call: Ventura, Sarallo, Haring

Absent: None
MOTION PASSES

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NEW BUSINESS con't.

- E. Review/Discuss/Consider Action on Amendments to the Wage & Benefit Policy:** The Board of Trustees reviewed and discussed the amendments to the wage & benefit policy.

Haring motioned to approve Resolution 2022-06, amending the Wage & Benefit Policy, seconded by Sarallo.

Roll Call: Ventura, Sarallo, Haring

Absent: None

MOTION PASSES

- F. Review/Approve: LARPA Intergovernmental Agreement:** HR Sebesta informed the Board that there was a delay in receiving the certified intergovernmental agreement from the DuPage County. All present discussed the details of the LARPA IGA and Attorney Miller confirmed to the Board that he has reviewed the DuPage County's IGA and informed the Board that this item could be approved and when the certified document is received, the Board can sign the IGA.

Ventura motioned to approve the LARPA Intergovernmental Agreement with the DuPage County, seconded by Sarallo.

Roll Call: Ventura, Sarallo, Haring

Absent: None

MOTION PASSES

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

CORRESPONDENCE

No Correspondence required at this time.

FIRE CHIEFS' REPORT

Chief DeLuca informed the Board on the following items:

- All employees are presently conducting the in-service training on Truck 49. Once completed, the Truck will be placed in service and engaged in the response plan.
- The Fire District and Police Department have been invited to attend the Annual School Safety Summit with School District 48 on September 14, 2022. The purpose of the meeting was to discuss emergency response procedures and a coordinated Unified Command effort in the event that an active shooter/hostile environment situation should occur.
- Chief DeLuca interviewed two part-time Paramedics that were referred to us through mutual contacts. One has been placed on the roster, and the other declined the offer due to taking a full-time position elsewhere. The effort is to focus on having a minimum of 4 personnel on daily roster to address response needs within the Fire District.
- Personnel will be participating in several events for Fire Prevention Week, October 9-15th. This year we will be participating in numerous presentations at our schools and conducting floor warden presentations and evacuation drills within our commercial structures.

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HR/FINANCE DIRECTOR REPORT

- HR/Finance Director Sebesta informed the Board that the District has received two major tax installments from the County. Additionally, ambulance service fees received have made a positive impact in the Districts' overall budget.
- I/O Solutions has reported that currently, five applicants have signed up for the Full-Time Testing.

LEGAL COUNSEL REPORT

- Attorney Miller will email the Board of Trustees along with Chief DeLuca & Finance Director Sebesta, draft copies of the tax levy that can be reviewed and discussed at the October meeting.

CLOSED SESSION

No closed session required at this time.

POSSIBLE ACTION ON CLOSED SESSION DISCUSSION

No action required for closed session at this time.

ADJOURNMENT

Haring moved, seconded by Sarallo to adjourn the meeting.

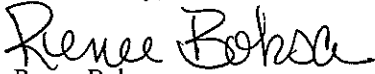
Roll Call: Ventura, Sarallo, Haring

Absent: None

MOTION PASSES

The regular meeting of the Oakbrook Terrace Fire Protection District Board adjourned at 8:08pm.

Submitted by,



Renee Boksa

Administrative Assistant