

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

December 14, 2022
7:00pm

AGENDA
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- I. CALL TO ORDER** (Ventura)
- II. ROLL CALL** (Boksa)
- III. PLEDGE OF ALLEGIANCE** (All)
- IV. TRUTH IN TAXATION HEARING - TAX LEVY ORDINANCE No. 2022-08**
- V. APPROVAL OF MINUTES –**
Board of Trustees – Regular Meeting Open Session / November 9, 2022 (Ventura)
- VI. APPROVAL OF TREASURER'S REPORT –** November 30, 2022 (Sarallo)
- VII. PUBLIC PARTICIPATION** (Ventura)
- VIII. OLD BUSINESS** (Ventura)
 - A. Other Old Business
- IX. NEW BUSINESS**
 - A. Review and Approve Current Bills (Sarallo)
 - B. Approval of 2022 Tax Levy Ordinance No. 2022-08 (Miller)
 - C. Review/Consider/Adoption of Amended Size & Composition Ordinance No. 2022-09
 - D. Foreign Fire Insurance Board / Budget (Ventura)
 - E. Review/Consider/Approval of Final Audit Report for Fiscal Ending 5/31/22 (Sebesta)
 - F. ETSB / Call Handling Agreement for 2022 (DeLuca)
 - G. Discussion of Minutes of Closed Session for Purposes of Approval or Review for Public Disclosure-April 13, 2022 & July 13, 2022 (Ventura)
 - H. Review/Approve Board of Trustee 2023 Meeting Dates: 1/11/23, 2/8/23, 3/8/23, 4/12/23, 5/10/23, 6/14/23, 7/12/23, 8/9/23, 9/13/23, 10/11/23, 11/8/23, 12/13/23 (Ventura)
 - I. Other New Business

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X. CORRESPONDENCE (Ventura)

XI. FIRE CHIEFS' REPORT (DeLuca Jr.)

- Monthly Executive Summary

XII. HR/FINANCE DIRECTOR REPORT (Sebesta)

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: January 11, 2023

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

CALL TO ORDER

Trustee Ventura called the regular meeting of the Board of Trustees to order at 7:00 p.m. on December 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.

TRUTH IN TAXATION HEARING – TAX LEVY ORDINANCE No. 2022-08

Trustee Ventura called the Public Hearing Meeting at 7:01pm for the Truth in Taxation Hearing.
As a matter of reference, a Truth in Taxation notice was published in the newspaper.
President Ventura closed the Hearing at 7:02 pm.

MINUTES OF THE PRIOR MEETING

Haring motioned to approve the Board of Trustees Regular Meeting Minutes of November 9, 2022, seconded by Sarallo.

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 November 30, 2022.

Sarallo 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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BOARD OF TRUSTEES
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OLD BUSINESS

No Old Business required at this time

NEW BUSINESS

- A. Review and Approve Current Bills:** Trustee Sarallo read the grand total of \$16,546.27, for current bills as of December 14, 2022.

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

Roll Call: Ventura, Haring

Absent: Sarallo

MOTION PASSES

- B. Approval of 2022 Tax Levy Ordinance No. 2022-08:** The Board had the Truth in Taxation Hearing prior to approval. The proper documents will be submitted to the County Clerk's office.

Ventura read and motioned to approve Tax Levy Ordinance #2022-08, seconded by Haring.

Roll Call: Ventura, Sarallo, Haring

Absent: None

MOTION PASSES

- C. Review/Consider/Adoption of amended Size & Composition Ordinance No. 2022-09:** The Board and HR/Finance Director Sebesta discussed and reviewed the information and changes made to the Size and Composition Ordinance.

Ventura read and motioned to approve Ordinance #2022-09, seconded by Haring.

Roll Call: Ventura, Sarallo, Haring

Absent: None

MOTION PASSES

- D. Foreign Fire Insurance Board / Budget:** The Foreign Fire Insurance Board budget for 2023 was presented to the Board for review. The Board of Trustees accepted the FFIB budget as presented.

- E. Review/Consider/Approval of Final Audit Report for Fiscal Year Ending 5/31/2022:** The Auditors are finalizing the audit and a copy will be emailed to the Board for their review when it is complete. All pension documents have been filed.

- F. ETSB/Call Handling Agreement for 2022:** Chief DeLuca informed the Board that this item is a matter of reference only. The Agreement will automatically renew.

- G. Discussion of Minutes of Closed Session for Purposes of Approval or Review for Public Disclosure:** The Board reviewed the closed session minutes for April 13, 2022 & July 13, 2022. These minutes will remain closed to the public.

- H. Review/Approve Board of Trustee 2023 Meeting Dates:** The Board agreed with the meeting dates presented for the year 2023. This item is for reference only.

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

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CORRESPONDENCE

No Correspondence required at this time.

FIRE CHIEFS' REPORT

Chief DeLuca informed the Board on the following items:

- Chief DeLuca provided a monthly Executive Summary to the Board.
- Chief DeLuca attended an ETSB meeting regarding the replacement radio program. With the assistance of FF/PM Sean Russell, the required forms have been submitted. The County has allocated funds for replacement of both portable and mobile radios.
- At numerous Chiefs' meetings and discussions, several agencies are taking a critical look at the response plans for mass casualty responses and of active shooter incidents. This effort is to confirm the appropriate resources are being requested.
- Chief DeLuca and Fire Inspector Russell are updating the Fire Codes for the District. Presently the Board has adopted the 2015 International Fire Code.
- With the extremely reduced staffing of the Fire District, Chief DeLuca expressed his appreciation to the Board of their efforts with the upcoming testing process.

HR/FINANCE DIRECTOR REPORT

No HR/Finance Director report required at this time.

LEGAL COUNSEL REPORT

Attorney Miller wished the Board a Merry Christmas and Happy New Year.

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 7:22pm.

Submitted by,

Renee Boksa
Administrative Assistant