

**TRI-STATE FIRE PROTECTION DISTRICT
BOARD OF TRUSTEES MEETING**

April 21, 2014

- I. CALL TO ORDER
- II. MINUTES
 - Approval of District Meeting Minutes – 17, March 2014
 - Approval of Special Meeting Minutes – 24, March 2014
 - Approval of Special Meeting Minutes – 17, April 2014
- III. TREASURER'S REPORT
 - Approval of March 2014 Treasurer's Report including bills for the District
- IV. NEW BUSINESS
 - 1. MDA Presentation
 - 2. Resolution #14-R-01 – Corporate Business Card (replaces Resolution #04-R-04)
 - 3. Pension Board Update
 - 4. Pension Board Active Member Appointment
- V. COMMUNICATIONS
 - 1. Resolution ETS-037-14 April 13-19, 2014 National Public-Safety Telecommunications Week-Chairman ETSB Board
 - 2. Resolution ETS-046-14 April 13-19, 2014 National Public-Safety Telecommunications Week-Chairman DuPage County Board
 - 3. Thank you card – Campbell Family
- VI. COMMISSIONER'S REPORT
- VII. OLD BUSINESS
 - Audit Findings and Potential Action
- VIII. CHIEF'S REPORT
 - Operations – Fire Suppression & Rescue Report
- IX. ATTORNEY'S REPORT
- X. AUDIENCE COMMENTS
- XI. CLOSED SESSION
- XII. RE-CONVENE TO OPEN MEETING
- XIII. ADJOURNMENT

18, April 2014
Adm. Asst. Terri Radek

TRUSTEES

Hamilton "Bo" Gibbons
 Jill K. Strenzel
 Michael L. Orrico

**CHIEF ADMINISTRATOR**

Jack L. Mancione

**TRI-STATE
 FIRE PROTECTION DISTRICT**

419 PLAINFIELD ROAD • DARIEN, ILLINOIS 60561 • (630) 323-6445

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF
 THE TRI-STATE FIRE PROTECTION DISTRICT HELD 21, APRIL 2014 AT
 STATION #3.**

I. CALL TO ORDER

The meeting was called to order at 1836 hours by Trustee Gibbons. On Roll Call: Trustee Gibbons, Trustee Strenzel, Chief Mancione, Adm Asst Radek. At 18:40 Attorney Brian Crowley joined the meeting.
 Audience: FF Stoffle, Commissioner R. Jewell, MDA Rep. Ellen Sanders.

II. MINUTES OF THE 17, MARCH, 24, MARCH & 17 APRIL 2014 TRUSTEE MEETINGS

Trustee Strenzel made a motion to accept the minutes as written for the meetings of 17, March, 24, March & 17, April 2014. Motion seconded by Trustee Gibbons. Motion approved by the board 2-0-0.

III. TREASURER'S REPORT

Trustee Strenzel presented the Treasurer's Report along with the bills for March 2014. Motion to accept the Treasurer's Report as presented and to pay the bills for March 2014 was made by Trustee Strenzel. Motion seconded by Trustee Gibbons. Motion approved by roll call vote as Gibbons Aye, Orrico absent, Strenzel Aye (2-0-0).

IV. COMMUNICATIONS

Trustee Gibbons read the ETSB Board Resolution ETS-037-14, as well as the DuPage County Board Resolution ETS-046-14, recognizing Telecommunications Week. Tri-State provided recognition gifts to our Communications staff.

Thank you note from the Campbell Family, Chief Mancione briefly discussed Campbell family medical condition. The board wished them well.

V. NEW BUSINESS

1. The MDA representative Ellen Sanders presented Tri-State with a plaque recognizing Tri-State's efforts in the fight against Muscle Disease. Ms. Sanders informed the Board that this year is the 60th anniversary of MDA and identified where the monies collected are spent. MDA sends qualifying children to camp each summer, in Hudson, IL, (\$800./per child) and continues so fund research to help find a cure or treatment for the 43 forms of muscle disease such as ALS, Lou Gehrig's disease and Duchenne muscular disorder. June 24, 2014 is firefighter day at the camp. Firefighter Stoffle thanked the board for allowing Tri-State to assist in the fight against muscle disease and Trustee Gibbons thanked firefighter Stoffle for a job well done by all firefighters that participated in the collection..
2. Resolution 14-R-01 – Corporate Business Card (replacing Resolution 04-R-04), Trustee Gibbons made a motion to accept Resolution 14-R-01, motion seconded by Trustee Strenzel, motion approved by roll call vote, Gibbons Aye, Orrico absent, Strenzel Aye (2-0-0). Trustee Strenzel asked if the department had done anything to recognize our dispatch center team and Chief Mancione reported that he and Dispatch Supervisor Trish Matook did recognize the team.
3. Pension Board did not have minutes available so the Pension Board update will be deferred until the May 2014 trustee meeting.
4. Wm. Just, president of the Pension Board, position is up for re-appointment. Lt. Just has requested via a letter to Board President Gibbons that he be re-appointed to the board. Trustee Gibbons made a motion to re-appoint Lt. Just as president of the Pension Board, motion seconded by Trustee Strenzel, motion approved by the board 2-0-0.

VI. OLD BUSINESS

1. Audit update –Finance Director Gergits provided a letter to the board detailing Trustee Strenzel's questions regarding bond ratings and unsecured monies. Trustee Gibbons asked Chief Mancione to set up a meeting with MB Bank to discuss our investments. Trustee Gibbons made a motion to make all monies fully secured, Trustee Strenzel seconded the motion, motion approved by roll call vote, Gibbons Aye, Orrico absent, Strenzel Aye, (2-0-0).
2. With regards to self-insurance estimated liability, Trustee Strenzel stated she would like our budget to reflect the estimated liability recorded in the general ledger. Trustee Gibbons made a motion to add the estimated liability to the general ledger, Trustee Strenzel seconded the motion, motion approved by roll call vote, Gibbons Aye, Orrico absent, Strenzel Aye, (2-0-0).

VII. COMMISSIONER'S REPORT

Commissioner Jewell stated that currently we have 3 candidates going through oral interviews, background checks. He felt the administration does a good job identifying when there is a need to put new candidates through the process. Commissioner Jewell shared that the Burr Ridge E-911 board which has been around since 1989, receives \$0.60 per land line phone. Currently Tri-State has approximately \$32,000.00 at its disposal for any communications need. When a need arises, we are to inform Commissioner Jewell and he will make the necessary arrangements to provide the funds to Tri-State. Trustee Gibbons thanked Commissioner Jewell for his service on the E911 board.

VIII. CHIEF'S REPORT

Chief Mancione provided the Trustees with a summary of the current operations at Tri-State with information on activities for Administration, Finance, Equipment, Facilities, Public Education & Prevention and Operations.

Highlights that Chief Mancione discussed:

- 1) Tri-State is in compliance with the new Conceal and Carry law.
- 2) The previous Thursday and Friday arbitration hearings were held.
- 3) Tri-State has been participating in active shooter drills.
- 4) Chief Mancione attended the DuPage Fire District Association (DFDA) meeting. Note: Trustee Strenzel has attended the DFDA sessions in the past sessions and is more of a knowledge sharing group.
- 5) Tri-State received \$22,000.00 in grant money for gear and 2 flat screen televisions from DuPage County.
- 6) Chief Mancione is targeting a preliminary budget for the May Trustee meeting. All employees attended an informative budget meeting to explain how the budget works and how all members who are asked to provide a budget need to provide justifications for needs.

Tri-State will be receiving a reimbursement from Darien for all costs incurred due to the bad fuel received from Darien.

Tri-State is obtaining quotes for the removal of the underground tank at St. #3. Cost to remove tank is approximately \$7,000.00. In the future all fluids stored in the tank will be removed monthly by an outside vendor.

Chief Mancione included in his Chiefs report the possibility of an electronic sign at St. #2. Chief Mancione stated the sign would inform the residents of Amber alerts, weather alerts and as in the past all local announcements. Trustee Gibbons wondered what we would need to advertise on an electronic sign and wondered if it would be a distraction while driving. Trustee Strenzel felt it provided minimal value for the ~ \$25,000 price and that people needing our services know to dial 911 and we respond. Trustee Gibbons stated we would see if Trustee Orrico had any additional comments with regards to installing an electronic sign at St. #2.

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21, APRIL 2014

IX. ATTORNEY'S REPORT
Closed session discussions

X. AUDIENCE COMMENTS
Comments from MDA representative noted in New Business Section.

XI. CLOSED SESSION

At 19:32 hours Trustee Gibbons made a motion to close the Regular Open Meeting and open a Closed Session for the purpose of financial and personnel matters. Motion seconded by Trustee Strenzel. Motion approved by rollcall vote. Gibbons – Aye, Orrico – Absent, Strenzel – Aye. Motion approved 2-0-0.

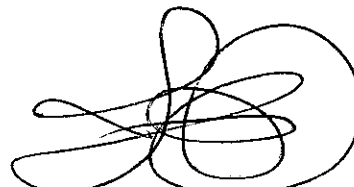
Personnel matters were discussed.

At 20:15 Trustee Gibbons made a motion to adjourn the closed session and return to the Regular Open Meeting. Motion seconded by Trustee Strenzel. Motion approved by the Board 3-0-0.

XII. RE-CONVENE ADJOURNMENT

With no further business before the Board, Trustee Gibbons made a motion to adjourn the Regular Scheduled Board Meeting. Motion seconded by Trustee Strenzel. Motion approved by the Board 2-0-0. Meeting adjourned at 20:17 hours.

Respectfully Submitted:



Board of Trustees