

TRI-STATE FIRE PROTECTION DISTRICT
BOARD OF TRUSTEES MEETING
6:00 p.m. St.3 10S110 Madison St. Burr Ridge

November 17, 2014

- I. CALL TO ORDER
INTERVIEW FOR COMMISSIONER POSITION
1830 – MOTION TO RECESS FOR THE DEDICATION SERVICE
CALL TO ORDER – RESUME BUSINESS MEETING
- II. MINUTES
Approval of District Meeting Minutes – 20, October 2014
- III. TREASURER'S REPORT
Approval of October 2014 Treasurer's Report including bills for the District
- IV. NEW BUSINESS
 1. Approval of 2015 Annual Meeting dates
 2. Resolution 14-R-003 – Authorizing the Sale of Certain District Property
- V. COMMUNICATIONS
 1. Thank You from September 11th Memorial Poker Run Committee
 2. Offer of Employment letters to Firefighter candidates
- VI. COMMISSIONER'S REPORT
Board of Commissioners Meeting Minutes of September 09, 2014, Special Meeting Minutes of October 01, 2014 and October 16, 2014.
- VII. OLD BUSINESS
 1. Purchasing Policy
 2. Commissioner Vacancy -- Appointment
 3. Surplus 2008 Ford Escape and 2004 Crown Vic
 4. Property at 6301 Western Ave., Willowbrook
 5. Admin. Benefit Policy
- VIII. CHIEF'S REPORT
Operations – Fire Suppression & Rescue Report
- IX. ATTORNEY'S REPORT
- X. AUDIENCE COMMENTS
- XI. CLOSED SESSION

(5 ILCS 120/2) (Sec. 2 – (c), (1) The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity, as well as minutes, previous session.

(5 ILCS 120/2) (c)(21) Discussion of minutes of meetings lawfully closed under the Open Meetings Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06.

- XII RE-CONVENE TO OPEN MEETING
Action on Closed Session meeting minutes per 5 ILCS 120/2 (c)(21).

XIII. ADJOURNMENT
12, November 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 17, NOVEMBER 2014
AT DISTRICT #3.**

I. CALL TO ORDER

The meeting was scheduled for 18:00 to provide time to interview Commissioner Candidate Kevin P. Camden. Due to traffic delays, Mr. Camden was running late so the matter was deferred until his arrival.

The meeting was called to order at 18:19 by Trustee Strenzel. On roll call: Trustee Strenzel, Trustee Orrico, Chief Mancione, Commissioner Jewell, Commissioner Anderson and Kevin P. Camden.

Candidate Camden discussed his background with the Cass Foundation and worked with former Commissioner Baumbach. Commissioner Jewell outlined his training and onboarding activities and plan.

At 18:25 Trustee Strenzel made a motion to recess the open meeting to go to the dedication ceremony. Motion seconded by Trustee Orrico. Approved 2-0-0.

At 18:30, Chief Mancione commenced the Dedication ceremony honoring former fire fighter Peter Fiala. Many employees of Tri-State, family and friends of Peter Fiala were in attendance along with Sheila Fiala and 4 of Peter's siblings. Chaplain Vicki Syren led everyone in prayer. 4 individuals spoke briefly about Peter and then 529 was unveiled with the banner in memory of FF Peter Fiala. Sheila was very moved by the gesture made by Tri-State keeping Peter's memory alive within the family at Tri-State.

At 18:54, the Open session was reconvened and called to order by Strenzel. On Roll Call: Trustee Orrico, Trustee Strenzel, Chief Mancione, Deputy Chief Gergits, Deputy Chief Just, Attorney Jennifer Dunn and Adm. Asst. Radek.

Audience: Commissioner Jewell, Commissioner Anderson, Kevin Camden, William Rimkus, Matt Goodwin.

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MINUTES OF THE BOARD OF TRUSTEES
17, NOVEMBER 2014

II. MINUTES OF THE 20, OCTOBER 2014 TRUSTEE MEETING

Trustee Strenzel made a motion to accept the minutes as written for the meeting of 20, October 2014. Motion seconded by Trustee Orrico. Motion approved by the Board 2-0-0.

III. TREASURER'S REPORT

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

IV. NEW BUSINESS

Trustee Strenzel made a motion to swear on Kevin P. Camden as a new Commissioner for the Tri-State Fire Protection District. Trustee Orrico seconded the motion, motion approved 2-0-0. Trustee Strenzel proceeded to swear in new Commissioner Kevin P. Camden with the Commissioner Oath of Office.

Approval of the 2015 Annual Meeting dates. This year there are 2 dates where the meeting is changed to the 3rd Tuesday of the month, January in honor of Martin Luther King Jr. Day, and February in honor of President's Day. Trustee Strenzel made a motion to accept the 2015 Trustee meeting dates, Trustee Orrico seconded the motion. Motion approved 2-0-0.

Resolution 14-R-003 – Authorizing the Sale of Certain District Property – at the request of Trustee Strenzel, discussions regarding Resolution 14-R-003 will be done during Closed Session.

V. COMMUNICATIONS

Thank you note from September 11, Memorial Poker Run Committee,
Memorial thank you note from the family of Leo Mroz
Thank you note from St. Marks Staff
Offer of Employment letters to Firefighter candidates

VI. COMMISSIONERS REPORT

November's Commissioner's meeting was cancelled and rescheduled for Tuesday, November 18, 2014. The board will be speaking with testing companies as our current list will be exhausted before it expires. Commissioners attended a conference last weekend in Naperville, Illinois Fire & Police Commissioners. New Commissioner, Kevin Camden will begin obtaining required certifications for Commissioner and should complete all necessary training by next November 2015. The 3 new firefighters will be sworn in at the Commissioners November meeting.

VII. OLD BUSINESS

Property at 6301 Western, Willowbrook – to be discussed in Closed Session. A plat of survey was received for the property as was an updated appraisal. A title search was performed and came back clean. A resolution for the sale of the property. A "For Sale" sign must be posted for 60 days, the village has been notified of the sale and the Village of Willowbrook is ok with the sale as it will not affect the village's current comprehensive plan.

Purchasing Policy – in the Trustee packets was a draft of the policy that goes in to effect January 01, 2015. There must be a bidding process for any and all items costing over \$20,000.00 even if previously budgeted, it is no longer at anyone's discretion. Chief Mancione informed the board he was waiting for any feedback from the Trustees regarding the Purchasing Policy. Trustee Strenzel stated she felt comfortable approving the policy. Trustee Orrico made a motion to accept the proposed Purchasing Policy as written, Trustee Strenzel seconded the motion. Motion approved by roll call vote, Strenzel – Aye, Orrico – Aye. Motion approved 2-0-0.

Surplus 2008 Ford Escape and 2004 Crown Vic – Chief Mancione informed the Trustees the Ford Escape was traded in for the purchase of the new Administrative vehicle. The original quote of \$8,000.00 was reduced to \$6,800.00 due to some front end damage on the Escape. The Crown Vic was sold for \$5,521.00 through the blind bidding process.

Administrative Benefit Policy – Chief Mancione and Attorney Brian Crowley are currently working on a document to cover all Non-Union employees. Currently we have employees working 8 hours, 10 hours and 12 hour shifts which makes for a policy unique. Progress is being made and plan to have a draft available at the December Trustee meeting.

VIII. CHIEF'S REPORT

Annexation/De-Annexation policy – Some residents have inquired about the process of de-annexation. It is a lengthy process in which residents would need to contact DuPage County to start the process. In addition, we have identified multiple pin #'s in our district that we have not been receiving revenue (tax dollars) from. Some are due to a single pin location being subdivided into town houses or condos. Tri-State needs to contact DuPage County to identify properties we should be receiving revenues from. This could result in Tri-State receiving additional tax revenues in the neighborhood of \$25,000.00 – \$30,000.00 dollars. In Clarendon Hills the Godair street area would be involved in our receiving additional tax revenues.

IX. ATTORNEY'S REPORT

Closed session discussions

X. AUDIENCE COMMENTS

None

XI. CLOSED SESSION

At 19:18 hours Trustee Strenzel 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 Orrico. Motion approved by Roll Call vote. Trustee Orrico-Aye; Trustee Strenzel-Aye. Motion approved. 2-0-0.

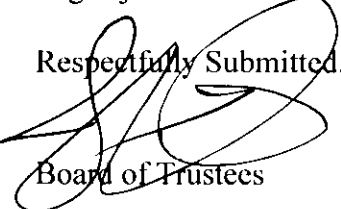
Personnel and legal matters were discussed.

At 19:56, Trustee Strenzel made a motion to adjourn the closed session and return to the Regular Open Meeting. Motion seconded by Trustee Orrico. Motion approved by the Board 2-0-0.

XII. ADJOURNMENT

With no further business before the Board, Trustee Strenzel made a motion to adjourn the Regular Scheduled Board Meeting. Motion seconded by Trustee Orrico. Motion approved by the Board 2-0-0. Meeting adjourned at 19:58 hours.

Respectfully Submitted,



Board of Trustees

