

CHIEF ADMINISTRATOR

Jack L. Mancione

DEPUTY CHIEF

William F. Just
Edward J. Gergits



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 26, OCTOBER 2015
AT DISTRICT #3.**

I. CALL TO ORDER

The meeting was called to order at 1830 hours by Trustee Habercoss. On roll call: Trustee Jewell, Trustee Habercoss, Trustee Wolski, Chief Mancione, Deputy Chief Just, Deputy Chief Gergits, Attorney Ottosen and Administrative Asst. Radek. Cantey Associates, Mark Cantey & Karen Skoric.

Pledge of Allegiance

II. MINUTES

Trustee Habercoss made a motion to accept the minutes of 21, September 2015 meeting and the Special Meeting of 02, October 2015. Trustee Wolski seconded the motion. Motion approved by the Board 2-0-0.

Trustee Habercoss made a motion to accept the Closed Session minutes of 18, May, 2015, 15, June 2015, 20, July 2015, 25, August 2015, motion seconded by Trustee Jewell, Motion approved by the Board 2-0-0.

III. TREASURER'S REPORT

Mark Cantey of Cantey Associates made a presentation of his CPA firm to the Board of Trustees. Identified what the firm has done over the past 6 months and how they have assisted Tri-State in utilizing their current software with regards to accounting. Mr. Cantey suggested they provide a workshop to familiarize the board with the current accounting needs here at Tri-State. Trustee Habercoss complimented the current balance sheet and stated he would look forward to a workshop provided by Cantey Associates.

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TREASURER'S REPORT cont.

Trustee Jewell made a motion to accept the October 2015 Treasurer's Report, Trustee Habercoss seconded the motion. Motion approved by roll call vote: Jewell – Aye, Wolski – Aye, Habercoss – Aye.

Tax Levy Ordinance 15-O-004 – approval of Tax Levy Ordinance tabled until the November Trustee meeting so trustees have sufficient time to review the ordinance. Trustee Jewell made a motion to table the approval of the levy, Trustee Habercoss seconded the motion, motion approved by the board 3-0-0.

IV. NEW BUSINESS

Election of Trustee Officer positions, Eric Habercoss – President, Robert Jewell – Secretary, Joseph Wolski – Treasurer. Trustee Wolski made a motion to appoint Trustee Habercoss as President, motion seconded by Trustee Habercoss, motion approved by the board 3-0-0. Trustee Habercoss made a motion to appoint Trustee Jewell as Secretary, Trustee Wolski seconded the motion, motion approved by the board 3-0-0. Trustee Jewell made a motion to appoint Trustee Wolski as Treasurer, motion seconded by Trustee Habercoss, motion approved by the board 3-0-0.

Closed Session Minutes – Discussions were held with regards to closed session minutes. According to Attorney Ottosen, it would be a liability to the district to make closed session tapes/minutes public. Currently, once closed session minutes are approved, all tapes may be destroyed after 18 months. A motion was made by Trustee Habercoss to allow trustees to have access to closed sessions tapes, notify officer of duty when a Trustee is in the office and record your time in and time out. Motion seconded by Trustee Jewell. Motion approved by the board 3-0-0.

Purchase of pick-up truck from Packey Webb – RFP's were sent out to 11 area dealers for the purchase of a pick-up truck for the District. \$50,000.00 was budgeted for the purchase. Packey Webb came thru with a price of \$27,462.00. Trustee Habercoss rejected the request as there was no ad placed in the newspaper regarding an open bid process for the purchase for a vehicle. Trustee Habercoss questioned the need for a 4WD vehicle. Trustee Habercoss questioned the current use of the public education PT Cruiser vehicle which has very low mileage. Trustee Habercoss made a motion to table the purchase of a pick up truck, motion seconded by Trustee Wolski, motion approved by roll call vote, Habercoss – Aye, Jewell – Aye, Wolski – Aye. 3-0-0.

Trustee Habercoss requested we change our Purchasing Policy, Trustee Jewell will review the current policy.

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NEW BUSINESS cont.

General Order 11-002A – Employee contact with Elected & Appointed Officials (Trustee or Commissioner) Trustee Habercoss made a motion to rescind General Order 11-002A. Trustee Wolski seconded the motion. Motion approved by the board 3-0-0.

CONSIDERATIONS:

Board Policies and Procedures to be reviewed by legal.

FOIA policy

How the board operates

Board General Guidelines – provided by Trustee Habercoss for review by fellow board members.

Trustee Habercoss would like to create a Labor Management committee, legal counsel cautions against, and reminds board there is a court ruling in place. Attorney Ottosen questions what Trustee Habercoss is envisioning. Trustee Habercoss states he would like a Bargaining team, having a Trustee sit in on the negotiation process. Have a trustee review any arbitration and the grievance process/step process.

Trustee Habercoss is uncomfortable approving payments after the fact. Counsel stated you shouldn't need to review reoccurring charges, utilities etc. Need to review policy.

Labeling vehicles – Trustee Habercoss would like to stripe administrative vehicles for safety reasons and place the vehicle numbers on the rear quarter panel of each vehicle. Vehicles currently have emergency lighting and license plates identifying vehicles. If the chiefs were to fill in for the Battalion Chief, they would use the Battalion Chief car for safety.

Fleet tracking system – Trustee Habercoss has received information from Verizon on placing tracking devices on all administrative vehicles. For a one time cost of \$ 830.00 and \$130.00/month, tracking would be available for 7 admin vehicles. Administration would be the test of the system. Currently through the cad system the vehicle whereabouts are available. Mileage is regularly checked as is any toll usage. A motion was made by Trustee Habercoss to table the Fleet tracking system, motion seconded by Trustee Jewell, motion approved by the board 3-0-0.

V. COMMUNICATIONS

Willow Springs has received a letter from FEMA that they are approved for disaster relief funding.

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VI. COMMISSIONERS

The Commissioners are currently waiting for the results of background check on 3 individuals. Battalion chief testing is scheduled for November 30, 2015.

VII. OLD BUSINESS

5 man board – tabled

VIII. CHIEF'S REPORT

South Westmont Service contract – 90 homes - \$ 17,842,000. = 35K revenue

ACDC contract – Dispatch

Engine replacement – 511 is 15 years old. Administration recommends a 7 year lease of a Pierce Puc for \$ 67,342/year. Trustee Jewell made a motion to move forward with the replacement of 511 with a leased Pierce Puc. Trustee Wolski seconded the motion. Motion approved by roll call vote, Jewell – Aye, Habercoss – Aye, Wolski – Aye.

IX. ATTORNEY'S REPORT

Attorney Ottosen once again apologized for being late and for his casual appearance.

X. AUDIENCE COMMENTS

Resident requested the board go from a 3 man board to a 5-7 man board ASAP. Commented that the firemen have an excellent record, feels the priorities should be to settle the CBA, 5-7 man board ASAP. Reduce legal fees and review policies not operations.

XI. CLOSED SESSION

At 2127 hours, Trustee Jewell made a motion to move from the Regular Scheduled Board Meeting and go into Closed Session. Motion seconded by Trustee Habercoss. Motion approved by the Board 3-0-0.

Meeting was called to order at 2140 hours by Trustee Habercoss. On roll call: Trustee Habercoss, Trustee Jewell, Trustee Wolski, Chief Jack Mancione and Attorney Karl Ottosen.

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RECESS AND ADJOURNMENT

Trustee Habercoss made a motion to recess closed session and go back into open session at 2240 hours, Motion seconded by Trustee Jewell. Motion approved by the Board 3-0-0.

Respectfully Submitted:



Bob Jewell, Secretary