



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 June 15th, 2015 AT FIRE STATION #3.

I. Call to Order

1. The meeting was called to order at 18:30 by Trustee Jewell. On Roll Call: Trustee Jewell, Trustee Habercoss, Trustee Orrico, Chief Mancione, Deputy Chief Gergtis, Deputy Chief Just, Administrative Aide Radek, and Board Attorney Crowley.

II. Minutes

1. Trustee Habercoss made a motion to approve the minutes of the May 18th, 2015 meeting. Trustee Jewell requested the Trustee Habercoss redo the meeting minutes based on his belief it does not capture the business the board does nor does it summarize the board business and actions taken. Jewell also feels it contains too much of Habercoss's opinion. Trustee Habercoss stated he believes his Minutes were in order.
2. Trustee Orrico stated he wanted the minutes to more precise as to happenings, actions, votes, board responsibilities, written summary, and record of agreed or disagreed upon decisions. Orrico also feels the minutes as written are very opinionated. Trustee Orrico recommended the following changes: Numeral- III. Item 2. list answers given to question, Numeral- III. Item 3. provide answer given, Numeral- IV. Item 1. Trustee Orrico wanted Clarification as to whom swore Habercoss into office (Legal advised it was adequate), correct the missing Numeral- V. error, Numeral-V. Item 7 clarify as a citizen Habercoss was not entitled to legal information (according to recording that item was discussed in Item 10 (corrected)).
3. Board Attorney Crowley stated the minutes need to be a summary of discussions or a verbatim transcript of meeting.
4. Trustee Habercoss stated he made a recording of the meeting and he reviewed it minute to minute and wrote down what was discussed. Habercoss suggested to the Board to submit in writing specific changes to

Chief Mancione who could forward to Habercoss who would make warranted changes.

5. Motion was made by Trustee Jewell to table the minutes until a future meeting, seconded by Trustee Orrico. Motion approved on roll call: Jewell Aye, Orrico Aye, and Habercoss Aye (3-0-0)

III. Treasurers Report

1. The Treasurers Report was presented by Trustee Orrico.
2. Trustee Habercoss requested to see the district's checks in the financials. Chief Mancione stated that there were already 4 levels of oversight including CPA's and auditors. Habercoss stated he believed he had an obligation to review the front of the checks.
3. Trustee Habercoss questioned a Pension report that listed the fund at \$89,327,698.51 however the Illinois Comptroller had the fund value at \$29,000,000.00 in 2013. Habercoss shared his concern for other errors. Chief Mancione stated to Trustee Habercoss that the district was changing accounting software and he was working on a unified report.
4. Trustee Habercoss inquired why this month financials were different from last month financials. This Packet was missing the Check Reconciliation Report, Purchase Order Report, Detailed Balance Sheet, and Detailed Revenue & Expense Report format had changed.
5. Trustee Habercoss suggested that the district move to Quicken Books to enable the Trustee's to access financials online. Chief Mancione stated Quicken would not meet all the district's needs.
6. Trustee Orrico states he meets with Chief Mancione 4 hours a week to make sure the finances are solid. He also informed the Board that an auditor also reviews the finances and completes a yearly audit. This year's audit is not yet complete.
7. Trustee Habercoss stated he believed the financials including last year's audit should be on the Tri State Web site.
8. Motion by Trustee Orrico made to accept the Treasurer's Report and and expenses as given seconded by Trustee Jewell. Motion approved on roll call: Jewell Aye, Orrico Aye, and Habercoss Nay (2-1-0).

IV. New Business

1. Chief Mancione stated to the Board there is currently a 90 day window to work on the 2016 Budget.
2. Also the district is working with multiple software systems. The District has had 4 bookkeepers with their own accounting style. The

Books have been audited every year by CPA auditing firms. Monthly reconciliations take place, no monies have ever been missing, and no misappropriations have taken place. The Finances are handled by the 4 members of the administrative staff and Human Resources would be handed off. The old accounting software system is currently being converted to newer software. Chief Mancione also stated he hoped to have a preliminary budget draft for the July 2015 meeting and the district at a less than an \$185,000 increase to the annual budget.

3. The American Heart Association recognition did not take place do to bad weather.
4. Board Attorney Crowley advised the board on the conversion to a 5 member Board. The additional two members would be elected in the April 2017 Elections.
5. Trustee Habercoss stated he did not believe the Board Authorized the drafting of an Ordinance. Habercoss also made a Motion to make the legal opinion public. Legal reminded Trustee Habercoss that issue needed to be place on the next meeting's agenda.
6. Trustee Orrico made a motion to expand the current Board of Trustees to a 5 person Board and authorize the Legal Department to draft an Ordinance on the issue, seconded by Trustee Habercoss. Motion approved on Roll Call: Jewel Aye, Habercoss Aye, Orrico Aye (3-0-0).
7. Trustee Orrico suggested the Board look into hiring a 3rd person recorder and/or court reported to do meeting Minutes. Board Attorney Crowley notified the Board that the Secretary was ultimately responsible to present the minutes. Trustee Orrico asked Administrative Assistant Radek if she would be willing to do them since she already prepares them for the Chief. Trustee Jewell raises some issues regarding the cost and a need to investigate the cost. The discussion was tabled on a recorder/court reported to investigate costs.
8. Trustee Habercoss recommended the creation of a Labor/Management Committee to help reduce legal costs (moved to closed session per Legal)
9. Trustee Habercoss suggestion and discussion on video recording meeting and posting them on Tri States Web Site.
10. Discussion on Trustee Habercoss's suggestion for all Trustees to have their own e-mail link on Web Site. Board Attorney Crowley advices Board on possible open meetings act violation and different Board Answers.

V. Communications

1. Chief Mancione stated he had nothing
2. Trustee Habercoss observed his FOIA was in the Board Packet. He asked Chief Mancione why he did not include the FOIA from Illinois Leaks. The Chief said it was an error. Trustee Habercoss suggested all FOIA be included in Board Packet's.
3. Trustee Habercoss asked if he still needed to FOIA information. Board Attorney Crowley advises the board that the Attorney General issued an opinion on this subject. Board members are entitled to information needed to perform their duties as Board Members. However information that was years old would not apply, that information would be available via Board Decision and the Board member whom requested the information would have the same rights as an ordinary citizen.
4. Trustee Habercoss requested the last 12 months of Board Packet to become more informed about Board Business.

VI. Commissioner's Report

1. Commissioner Anderson reported the meeting in June was moved from the 9th to the 8th.
2. FF Paris was promoted to Lieutenant and Lieutenant Janson was promoted to Battalion Chief.
3. Commissioner Camdon was elected to serve as Commissioner.
4. An agreement was signed with IO Solutions to perform 30 interviews with new firefighter candidates for a fee not to exceed \$6600.00. Also Standard & Associates will perform a written test for a fee not to exceed \$7550.00. The Illinois Fire Chief's Assessment Center was hired for assessments for a fee not to exceed \$4420.00.
5. The Commissioners interviewed a candidate for their vacant spot and would open up interviews to other parties via Web Site.
6. The July meeting has been moved to 5:00p.m.

VII. Old Business

1. Trustee Jewell asked why the district is over on its legal fees. Chief Mancione stated that general legal fees were \$158,535 and they include FOIA, civil suits, requests, general issues not covered by the CBA, the

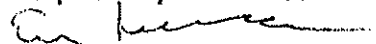
\$170,000 dollar overage was due to unexpected litigation with the labor force.

- VII. Chief's Report- Reserved for Closed Session
- IX. Attorney's Report- Reserved for Closed Session
- X. Closed Session

1. Resident John Curico addressed the Board before closed session and stressed Board harmony, and the need for a 5 person Board.
2. At 1954 hours Trustee Jewell made a motion to go to closed session, seconded by Habercoss. Motion approved on Roll Call: Jewel Aye, Orrico Aye, And Habercoss Aye (3-0-0).
3. Trustee Jewell recited the following: **(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) (Sec. 2 – (c), (11) Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting.
(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.
4. At 2026 hours Trustee Jewell made a motion to adjourn closed meeting, seconded by Trustee Habercoss. Motion approved on roll call: Jewell Aye, Habercoss aye, and Orrico absent (2-0-1),

With no further business at 2027 hours Trustee Jewell made a motion to adjourn the Regular meeting, seconded by Trustee Habercoss. Motion approved on roll call: Jewell Aye, Habercoss Aye, and Orrico absent (2-0-100)

Respectfully Submitted



Eric Habercoss
Secretary Board of Trustees