

TRI-STATE BOARD OF FIRE COMMISSIONERS
MONTHLY BUSINESS MEETING

Held Tuesday, November 13, 2018 at 6:30 p.m.
10S110 Madison Street, Burr Ridge, IL

I. CALL MEETING TO ORDER

a. Roll Call

The meeting was called to order at 1630 hours by Commissioner Cheryl Hansen. Roll Call: Commissioner Michael Mensinger, Commissioner William Thomas. Also Present: Fire Chief Sam Molinaro; Jacqueline M. Timmons, Recording Secretary.

b. The Pledge of Allegiance – The Pledge of Allegiance was recited.

II. APPROVAL OF MEETING MINUTES

a. Regular Meeting Minutes of Tuesday, October 9, 2018. A motion was made by Commissioner Mensinger, second by Commissioner Thomas to approve the minutes of the October 9, 2018, Regular Meeting as corrected. Voice Vote: Aye, 3; No, 0. Motion passed, 3-0.

III. COMMUNICATIONS

a. Correspondence – The IAFFD newsletter was received.

b. Invoices & bills – An invoice was received from Theodore Polygraph Services in the amount of \$1,050 for background checks and polygraphs for Timothy Mayotte and Jacob Jandt. A motion was made by Commissioner Mensinger to approve the invoice and submit for payment, second by Commissioner Thomas. Roll Call Vote: Commissioner Hansen, aye; Commissioner Mensinger, aye; Commissioner Thomas, aye. Motion passed, 3-0. An invoice was received from Rosenthal, Murphey, Coblentz & Donahue in the amount of \$1,237.50 for review of current or prior rules, work on client memo, 2.5 hours for the work on rules revision and review of the Collective Bargaining Agreement to incorporate into client memo, 3 hours, for a total of 5.5 hours at \$225 an hour. A motion was made by Commissioner Mensinger to approve the invoice and submit for payment, second by Commissioner Thomas. Roll Call Vote: Commissioner Hansen, aye; Commissioner Mensinger, aye; Commissioner Thomas, aye. Motion passed, 3-0.

Commissioner Hansen attended the conference and there is a current Act booklet online for \$20 apiece. She feels the Commissioners should have current books. A motion was made by Commissioner Mensinger, second by Commissioner Thomas to purchase three Commissioner Act booklets from the IFPCA, one for each of the Commissioners for a total of \$60. Roll Call Vote: Commissioner Hansen, aye; Commissioner Mensinger, aye; Commissioner Thomas, aye. Motion passed, 3-0.

An invoice was received from Jacqueline Timmons, Recording Secretary, in the amount of \$25 for taking minutes at the October 9, 2018, meeting and preparation of the minutes. A motion was made by Commissioner Mensinger, second by Commissioner Thomas to accept the invoice and submit for payment. Roll Call Vote: Commissioner Hansen, aye; Commissioner Mensinger, aye; Commissioner Thomas, aye. Motion passed, 3-0.

IV. OLD BUSINESS

- a. Revision of Tri-State Commissioner rules. Attorney John Murphey reviewed the rules and made some revisions. Commissioner Hansen made a copy of the attachments from the attorney for each of the Commissioners. Commissioner Hansen made a motion to table the approval of the rules so the attorney's revisions can be reviewed. Second by Commissioner Mensinger. Voice Vote: Aye, 3; No, 0. Motion passed, 3-0. Commissioner Thomas does not have the full set of the Commissioner rules. Commissioner Hansen will check in the office to see if there is a copy or will get him a copy. There are some new laws that are included in there also. The Commissioners will review it and it will be put on the agenda for December.
- b. New firefighter hires for November. Chief Molinaro said the new hires for November are No. 16, Timothy Mayotte; No. 17, Jacob Lopez, and No. 18, Jacob Jandt. They have all passed their physicals. Chief Molinaro and Deputy Chief Brenn interviewed all three candidates yesterday and today. Chief Molinaro is looking for a motion for him to offer them employment and their start date would be November 26th. They will have four weeks of days followed by going on a shift. Commissioner Hansen made a motion to accept hiring of Timothy Mayotte, Jacob Lopez and Jacob Jandt, second by Commissioner Thomas. Voice Vote: Aye, 3; No, 0. Motion passed, 3-0. The next three on the list – Paul Giblin, Bradley Christensen, and Douglas Brockway – are in the process of getting background checks. If all goes according to plan, they would have a January 7, 2019, hire date. Stephen Nolan, Joseph Hicks and Steven Paver started Sunday on 24-hour shifts and will begin their first shift day on December 23rd.

V. NEW BUSINESS

- a. As may be brought before the Board. Commissioner Hansen made a motion that the meeting time be changed to 1630 hours beginning with the January meeting except on dates when there are swearing in ceremonies, second by Commissioner Thomas. Voice Vote: Aye, 3; No, 0. Motion passed, 3-0.

VI. CLOSED SESSION (If necessary) –

- a. Commissioner Hansen made a motion to adjourn to Closed Session, second by Commissioner Mensinger for the purpose of discussing employment related issues. Voice Vote: Aye, 3; No, 0. Motion passed. The meeting adjourned to Closed Session at 1852 hours. (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 to determine its validity, as well as minutes, previous session.

VII. REGULAR MEETING RESUMED

The meeting resumed the Regular Meeting at 1915 hours.

VIII. OPEN FORUM – AUDIENCE – None.

IX. BOARD MEMBER QUESTIONS AND COMMENTS

Commissioner Hansen said that at the conference they were told that you have to give new hires a Certificate of Hire within ten days of being hired. She likes the initial swearing in and thought for their one year after finishing their probation to give them a pizza party (Passing Probation Pizza Party) – something fun. Chief

Molinaro said it would be best to start that with the next Eligibility List hires. The current List expires September 8, 2019. Testing will need to be started in the Spring. Chief Molinaro will have Terry Radek contact Nos. 10, 11 and 12 in March for a hopeful start date of June. The next group will be April with a hopefully start date of July.

- X. ADJOURNMENT: Motion made by Commissioner Hansen, second by Commissioner Thomas to adjourn, second. Voice Vote: Aye, 3; No, 0. Motion carried. The meeting adjourned at 1920 hours.

Respectfully Submitted.

Michael Mensinger, Secretary