



**TRI-STATE
FIRE PROTECTION DISTRICT**

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

**MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES OF THE TRI-STATE
FIRE PROTECTION DISTRICT HELD 16, NOVEMBER 2020 AT ST. 123.**

I. CALL TO ORDER

The meeting was called to order at 1830 hours by Trustee Wolski

II. PLEDGE OF ALLIEGENCE

III. ROLL CALL

On roll call: Trustee Wolski, Trustee Wolski, Chief Molinaro, Deputy Chief Brenn, Director Gutierrez, Director Link, Attorney Wargo, Exec. Asst. Radek and Trustee Scarpelli via phone due to the Covid 19 crisis pandemic.

Motion by Trustee Scarpelli to appoint Trustee Wolski President Pro-Tem. Seconded by Trustee Wolski. Motion approved by roll call vote, Scarpelli – Aye, Wolski – Aye, 2-0-0.

IV. MINUTES

Trustee Wolski presented the minutes from the last meeting on October 5, 2020. Trustee Wolski made a motion to accept the minutes as written for October 5, 2020. Trustee Scarpelli seconded the motion. Motion approved by roll call vote, Scarpelli – Aye, Wolski – Aye, 2-0-0.

V. TREASURER'S REPORT

Trustee Wolski presented the September 2020 Treasurer's Reports. Trustee Wolski made a motion to approve the September 2020 Treasurers Report and pay all the bills. Trustee Scarpelli seconded the motion. Motion approved by roll call vote, Scarpelli – Aye, Wolski - Aye, 2-0-0.

Trustee Wolski presented the October 2020 Treasurer's Reports. Trustee Wolski made a motion to approve the October 2020 Treasurers Report and pay all the bills. Trustee Scarpelli seconded the motion. Motion approved by roll call vote, Scarpelli – Aye, Wolski - Aye, 2-0-0.

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VI. OLD BUSINESS

None.

VII. NEW BUSINESS

Trustee Eric Habercoss has moved to Lemont and is no longer a resident of the Tri-State District effective 11-9-2020. This has created a vacancy on the District's Board of Trustees. A trustee will be appointed by the remaining board members to fill the remainder of Trustee Habercoss' term which expires this coming May. There will be a Special Board of Trustees meeting on Monday, November 23, 2020 to swear in the appointed Trustee.

Re-organization of the Board of Trustees and Election of Officers – Trustee Scarpelli made a motion to appoint Trustee Wolski President and Treasurer until such time as a new Trustee is seated. Trustee Wolski seconded the motion. Motion approved by roll call vote, Scarpelli – Aye, Wolski – Aye. 2-0-0.

Resolution 2020-R-009 – A Resolution authorizing the Sale, Donation or Disposal of Surplus Personal Property of the Tri-State Fire Protection District. Tri-State will be selling the PT Cruiser to Naz Auto in Burr Ridge for \$ 3500.00. Trustee Wolski made a motion to approve the sale of the PT Cruiser to Naz Auto, Trustee Scarpelli seconded the motion. Motion approved by roll call vote, Wolski – Aye, Scarpelli – Aye, 2-0-0.

Resolution 2020-R-010 – A Resolution authorizing the Sale, Donation or Disposal of Surplus Personal Property of the Tri-State Fire Protection District. Tri-State will be disposing out dated turnout gear, & non-StarCom portable radios. The Chief will contact retired Westmont Chief Weiss to see if any down state fire departments would like the equipment. All equipment will have a hold harmless agreement signed before the donation takes place. Trustee Wolski made a motion to approve the donation of the outdated turn-out gear and the Non-StarCom portable radios. Trustee Scarpelli seconded the motion. Motion approved by roll call vote, Scarpelli – Aye, Wolski – Aye, 2-0-0.

Resolution 2020-R-011 – Making the Truth in Taxation Finding Pursuant to 35ILCS 200/18-55 for the 2020 Levy. We are planning on the December 2020 Levy to be more than a 5% increase which will require a hearing. It is the recommendation of the Districts legal counsel to submit a levy with a 10% or 10.8 % increase to assist the District to make necessary upcoming improvements to the District's facilities and to help with the monies for the exempt pension contribution. Trustee Wolski agrees with Attorney Wargo and Chief Molinaro that to accomplish the needed improvements to the department the 10.8% levy is necessary. A Special Meeting will be required prior to the December 21, 2020 meeting to approve the 10.8% Levy. Trustee Wolski made a motion to approve the recommended 10.8% levy increase. Trustee Scarpelli seconded the motion. Motion approved by roll call vote. Wolski Aye- Scarpelli – Aye, 2-0-0.

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New Business – cont.

Resolution 2020-R-012 – Resolution to Cast a Ballot in the 2020 IMRF Executive Trustee Election – Trustee Wolski made a motion to approve voting for candidate Jeffrey S. Janda for the upcoming IMRF Executive Trustee Election. Trustee Scarpelli seconded the motion. Motion approved by roll call vote, Wolski – Aye, Scarpelli – Aye 2-0-0.

FY 2020 Annual Financial Audit – We received the draft of the FY20 Financial Audit from Eder Casella. The draft identified a deficiency in internal control when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. Chief Molinaro’s response to Eder, Casella, “The management letter comment and noted deficiency pertains to the number of adjusting journal entries posted during the audit. The bulk of these entries pertain to entity wide funds that the district has not historically maintained on a monthly basis like, OPEB IMRF pension Liability, Fixed Assets and Debt. Moving forward the District is working with Lauterbach & Amen to incorporate these accounts on the District’s books to avoid this deficiency in the future.” Trustee Wolski made a motion to accept the Audit for June 1, 2019 – May 31, 2020, Trustee Scarpelli seconded the motion. Motion approved by roll Call vote, Wolski – Aye, Scarpelli – Aye, 2-0-0.

2020 Levy Request from the Pension Board – The Tri-State Pension Board is asking for a District contribution to their pension \$2,495,485.00, the Illinois Statutory minimum contribution is \$1,991,908.00. With the many upcoming expenses to maintain the district’s facilities, it is recommended that the District contribute \$2,328,146.00 to the Pension Fund to meet its goal of being 90% funded by 2040 mandate. Trustee Wolski made a motion to approve the request from the Pension Board of contributing \$2,328,146.00, Trustee Scarpelli seconded the motion, motion approved by roll call vote, Wolski – Aye, Scarpelli – Aye, 2-0-0.

Discussion and Possible Action on the Purchase of a new Pierce Ascendant Ladder Truck – We are currently in need of a new ladder truck. Currently we have a 2005 Pierce Skyboom and a 2010 Smeal Ladder Truck. The 2010 Smeal is in need of repair on a regular basis, which means more maintenance costs and more down time. A recommendation was made to the Trustees to purchase a Pierce Ascendant Ladder Truck thru the Houston Cooperative and financed thru PNC Financing. The total financing cost would be 1.2 million, 1st payment of \$320,000., 2nd \$300,000., 6 payments of \$76,238.98 and a final payment of \$208,850.38 in 2027. Approval to move forward will be discussed at a Special Meeting in the near future.

VIII. COMMUNICATIONS – None

IX. COMMISSIONER’S REPORT – The Commissioners will be meeting tomorrow, Tuesday, November 17 to finalize the new Firefighter Eligibility List and approving two candidate be hired to fill 2 current vacancies. Battalion Chief testing is underway, orientation is scheduled for next Tuesday the 24th of November for the 3 candidates with a new list coming out in early February.

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- X. CHIEF'S REPORT – Chief Molinaro informed the board that many businesses in the Darien, Burr Ridge, and Willowbrook area have become the victim of a “check washing” scheme, where people take checks from the mail and remove the Pay to the Order name and list false names and cash the checks as if they were their own. Unfortunately Tri-State also was victimized and has found 5 checks to be fraudulently cashed, 3 that were complete forgery checks, and another 8 that are unaccounted for. Approximately \$28,000.00 has been stolen, 5/3 Bank's Fraud department is handling our claim and will refund our funds. We have contacted all the affected vendors and have since re-issued checks.

The construction project at St. 121 is progressing. The training tower is almost completed. The roof is complete on the addition, it is weather tight. They will be doing the drywall and taping this week. During construction, it was discovered that the existing apparatus floor roof needs to be replaced at a cost of approximately \$110,000.00. A competitive bidding process was conducted and the company who is doing the roof on the new construction was awarded the job. All the new roofing will be done with the same materials at relatively the same time by the same contractor. Which will facilitate the same warranty for all the roof work at that site. The funds to cover the additional cost will come out of the contingency funds for the project. The apparatus floor (additional) new roofing job was delayed due to the pandemic. It should start in the next week.

Two members of the district have tested positive for the Corona virus. One is improving, the other not doing as well. Seven others are quarantined due to direct exposures / contact with the infected individuals.

- XI. EMS REPORT – Director Gutierrez let us know that when we first were aware of Covid on January 24, we have gone 10 months with only 2 positive cases who will hopefully be returning to work on the 20th. 5 others who are currently out will be returning on the 17th, 18th and 22nd. We are in daily contact with the employees who are out due to Covid. Currently all employees are wearing masks 24 hours a day, training is limited and employees are keeping their distance while in quarters.
- XII. FIRE PREVENTION – None
- XIII. ATTORNEY – Attorney Wargo let us know that for anyone interested in running for the open Trustee vacancy, they will need to collect 50 signatures by mid-December to be eligible for the April election ballot.
- XIV. PUBLIC COMMENTS – None
- XV. CLOSED SESSION - None

With no further matters before the Board, Trustee Wolski made a motion to adjourn the meeting at 1921 hours. Motion seconded by Trustee Scarpelli, motion approved by roll call vote, Scarpelli – Aye, Wolski – Aye, 2-0-0.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Danielle Scarpelli". The signature is written in black ink and is positioned above the printed name.

Danielle Scarpelli
Secretary