

OAKBROOK TERRACE FIRE PROTECTION DISTRICT
BOARD OF TRUSTEES REGULAR MEETING
17W400 BUTTERFIELD ROAD
OAKBROOK TERRACE, IL 60181

December 11, 2019
7:00pm

AGENDA
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- I. CALL TO ORDER** (Ventura)
- II. ROLL CALL** (Boksa)
- III. PLEDGE OF ALLEGIANCE** (All)
- IV. APPROVAL OF MINUTES –**
Board of Trustees – Regular Meeting Open Session / November 13, 2019 (Ventura)
- V. APPROVAL OF TREASURER’S REPORT –** November 30, 2019 (Sarallo)
- VI. PUBLIC PARTICIPATION** (Ventura)
- VII. OLD BUSINESS** (Ventura)
 - A. Review/Discuss/Adopt Tax Levy Ordinance #2019-03/Truth in Taxation Certificate/Secretary’s Certificate (Sebesta)
 - B. Ordinance #2019-06 / Amending Ambulance Service Rates (Sebesta)
 - C. Other Old Business
- VIII. NEW BUSINESS**
 - A. Review and Approve Current Bills (Sarallo)
 - B. Review/Discuss/Adopt Cannabis Policy (Miller)
 - C. Foreign Fire Insurance Board / Budget Presentation (Hermes)
 - D. Discussion of Minutes of Closed Session for Purposes of Approval or Review for Public Disclosure
 - E. Review/Approve Board of Trustee 2020 Meeting Dates: 1/8/20, 2/12/20, 3/11/20, 4/8/20, 5/13/20, 6/10/20, 7/8/20, 8/12/20, 9/9/20, 10/14/20, 11/11/20, 12/9/20
 - F. Other New Business

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IX. CORRESPONDENCE (Ventura)

- ETSB / Call Handling Agreement for 2020

X. FIRE CHIEFS' REPORT (DeLuca Jr.)

XI. HR/FINANCE DIRECTOR REPORT (Sebesta)

XII. LEGAL COUNSEL (Miller)

XIII. CLOSED SESSION (If Required) (Ventura)

- A. Appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District
- B. Collective Negotiating Matters, Salary Schedules
- C. Purchase or Lease of Real Property (Real Estate & Buildings) for the use of the Public Body
- D. The Setting of a Price for Sale or Lease of Property owned by the Public Body
- E. The Sale or Purchase of Securities, Investments, or Investment Contracts
- F. Emergency Security Procedures
- G. Litigation (Lawsuits) when in action against, affecting, or on behalf of the particular Public Body
- H. The Establishment of Reserves for Claims or Settlement of Claims
- I. Discussion of Minutes of Closed Session for Purposes of Approval or Review for Public Disclosure

XIV. POSSIBLE ACTION ON CLOSED SESSION DISCUSSION

XV. ADJOURNMENT (Ventura)

XVI. NEXT REGULAR MEETING: January 8, 2020

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BOARD OF TRUSTEES
REGULAR MEETING MINUTES
December 11, 2019

CALL TO ORDER

President Ventura called the regular meeting of the Board of Trustees to order at 7:00 p.m. on December 11, 2019, at the City of Oakbrook Terrace, 17W261 Butterfield Road, Oakbrook Terrace, Illinois.

ROLL CALL

The roll call indicated the following: Present: Trustees Ventura, Sarallo, Haring
Also, Present: Chief Ralph DeLuca Jr., Attorney Joseph Miller,
HR/Finance Director Gregory J. Sebesta, Administrative Assistant Renee Boksa
Absent: None

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was said by all present.

MINUTES OF THE PRIOR MEETING

Sarallo motioned to approve the Board of Trustees Regular Meeting Minutes of November 13, 2019, seconded by Haring.

Roll Call: Ventura, Sarallo, Haring

Absent: None

MOTION PASSES

FINANCIAL TREASURER'S REPORT

Trustee Sarallo presented the Treasurer's report for Accounts Receivable and Accounts Payable for the month ending November 30, 2019.

Sarallo motioned to approve the Treasurer's Report as presented, seconded by Haring.

Roll Call: Ventura, Sarallo, Haring

Absent: None

MOTION PASSES

PUBLIC PARTICIPATION

No Public Participation required at this time.

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OLD BUSINESS

- A. Review/Discuss/Adopt Tax Levy Ordinance #2019-03/Truth in Taxation Certificate/Secretary's Certificate:** The Board reviewed the tax levy ordinance and attached certificates. The proper documents will be submitted to the newspaper and County Clerk's office.

Ventura read and motioned to approve Tax Levy Ordinance #2019-03, seconded by Haring.

Roll Call: Ventura, Sarallo, Haring Absent: None
MOTION PASSES

- B. Ordinance #2019-06 / Amending Ambulance Service Rates:** All present discussed the research and comparable rates with nearby departments. The Board agreed on an increase amount for non-resident ambulance transports.

Haring read and motioned to accept Ordinance #2019-06, seconded by Sarallo.

Roll Call: Ventura, Sarallo, Haring Absent: None
MOTION PASSES

- C. No Other Old Business**

NEW BUSINESS

- A. Review and Approve Current Bills:** Trustee Sarallo read the grand total of \$27,643.64, for current bills as of December 11, 2019.

Sarallo motioned to approve the current bills, seconded by Haring.

Roll Call: Ventura, Sarallo, Haring Absent: None
MOTION PASSES

- B. Review/Discuss/Adopt Cannabis Policy:** The Board discussed the cannabis law that will be in effect in the State of Illinois on January 1, 2020. At this time, the Districts' current zero tolerance policy will remain in effect. This item will be tabled to the January 8, 2020 meeting.

- C. Foreign Fire Insurance Board / Budget Presentation:** Chief DeLuca reviewed with the Board of Trustees the Foreign Fire Insurance Board budget for 2020. Chief DeLuca attends the meetings and monitors purchases being considered by the Board.

- D. Discussion of Minutes of Closed Session for Purposes of Approval or Review for Public Disclosure:** No closed session minutes were needed or created for 2019.

- E. Review/Approve Board of Trustee 2020 Meeting Dates:** The Board agreed with the meeting dates presented for the year 2020.

- F. No Other New Business**

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CORRESPONDENCE

- **ETSB / Call Handling Agreement for 2020:** The Board reviewed the ETSB/Call Handling Agreement for 2020 just as a matter of reference.

FIRE CHIEFS' REPORT

Chief DeLuca informed the Board on the following items:

- The RFP for the SCBA bids have been posted in the newspaper and the two qualified vendors have been notified. The sealed bids will be opened at the Fire District Headquarters on January 7, 2020 and presented to the Board of Trustees at the January 8, 2020 meeting.
- Two of the Fire District's part time paramedics have completed and graduated from their Basic Operations Firefighter class. This will aid in scheduling personnel for duty shift assignments.
- The new CAD and Fire Station Alerting System has had a few minor issues. However, District personnel and other agencies are working thru them along with Du-Comm.
- As a matter of reference, Oakbrook Terrace F.P.D. hosted both Technical Rescue training at the Drury Lane parking garage and a Dive Team training at the Terrace View Park pond for the Division 12 specialty teams.

HR/FINANCE DIRECTOR REPORT

- The written exams were completed by nineteen candidates. The next step will be to conduct the oral interviews.

LEGAL COUNSEL REPORT

No Legal Counsel report required at them time.

CLOSED SESSION

No Closed Session required at this time.

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POSSIBLE ACTION ON CLOSED SESSION DISCUSSION

No Action on Closed Session required at this time.

ADJOURNMENT

Sarallo moved, seconded by Haring to adjourn the meeting.

Roll Call: Ventura, Sarallo, Haring

Absent: None

MOTION PASSES

The regular meeting of the Oakbrook Terrace Fire Protection District Board adjourned at 7:55pm.

Submitted by,



Renee Boksa
Administrative Assistant