

# BARTLETT FIRE PROTECTION DISTRICT

**TRUSTEES MEETING**

**DECEMBER 20, 2017**

## **Meeting Call to Order**

Trustee McCarthy called the meeting of the Board of Trustees of the Bartlett Fire Protection District to order at 7:01 p.m. Those in attendance were Trustee McCarthy, Trustee Wisniewski, Trustee Giovannelli, Trustee Robbins, and Trustee Langfelder. Also in attendance were Chief Falese, Assistant Chief Gabrenya, Battalion Chief Clarke, Office Manager Gumprecht, and Executive Administrative Assistant Kolber. Attorney Miller arrived at 7:05 p.m.

Trustee McCarthy led those in attendance in the pledge of allegiance.

## **Public Comments**

There were no public comments.

## **Special Presentations**

There were no special presentations.

## **ORDER OF BUSINESS**

### **Trustee's Report**

Trustee Giovannelli – Great job to those involved in the Toys for Tots toy drive. Appreciation goes out to everyone on the various structure fire and EMS calls this past month.

Trustee Wisniewski – Echoed the comments of Trustee Giovannelli. The efforts both socially and professionally have been much noticed.

Trustee Langfelder – Toys for Tots drive was a great success along with Santa's visit.

Trustee Robbins – Echoed the same comments especially the structure fire and EMS calls. Also, it is heartwarming to see events such as, Toys for Tots and the member's personal donations to District families in need over the holidays.

Trustee McCarthy – To administration, please share our sincerest appreciation for a job well done this past month.

### **Approval of the Minutes**

### **Financial Report**

Trustee Langfelder reported that the total bills were:

FIRE FUND	\$ 61,516.20	PAYROLL	\$558,435.23
AMBULANCE FUND	\$ 98,467.78	VEHICLE	\$ 11,265.90
CAPITAL FUND	\$ 19,950.00	STATION 1	\$ 2,579.78
BUILDING FUND	\$ 40,004.86	STATION 2	\$ 1,373.06
VEHICLE FUND	\$ 146.00	STATION 3	\$ 3,012.50

TOTAL ALL BILLS \$796,751.31

## **Old Business**

- The fire chief evaluation will be discussed in closed session.
- A discussion was held regarding OneNote.

## **New Business**

No new business was discussed.

## **Consent Agenda**

Trustee Giovannelli made a motion to approve the consent agenda items 1 through 6. Trustee Robbins seconded the motion and with a roll call vote as follows: Trustee Giovannelli, yes; Trustee McCarthy, yes; Trustee Wisniewski, yes; Trustee Langfelder, yes; Trustee Robbins, yes; the motion so carried.

1. Approval of the Bill List as presented
2. Approval of the Board meeting regular session minutes 11-15-17
3. Approval of 2018 Board Meeting dates and times
4. Approval of the continuation of the Employee Assistance Program with Workplace Solutions
5. Approval of the purchase of Microsoft 365 Hosted Email Annual Renewal
6. Approval of Resolution #2017-04, a resolution of the BFPD approving an employment agreement for the employment of Assistant Chief of the BFPD

## **Action to be taken by the Board**

Trustee Wisniewski made a motion to approve Ordinance #2017-06, an ordinance providing for a Budget and Appropriations of the BFPD, Cook and DuPage Counties, IL for the fiscal year beginning January 1, 2018 ending December 31, 2018. Trustee Giovannelli seconded the motion and with a roll call vote as follows: Trustee Giovannelli, yes; Trustee McCarthy, yes; Trustee Wisniewski, yes; Trustee Langfelder, yes; Trustee Robbins, yes; the motion so carried.

Trustee Wisniewski made a motion to approve Ordinance #2017-07, an ordinance of the BFPD Cook and DuPage Counties, IL levying and assessing taxes for 2017. Trustee Giovannelli seconded the motion and with a roll call vote as follows: Trustee Giovannelli, yes; Trustee McCarthy, yes; Trustee Wisniewski, yes; Trustee Langfelder, yes; Trustee Robbins, yes; the motion so carried.

Trustee McCarthy made a motion to approve Ordinance #2017-08, an ordinance of the Board of Trustees of the BFPD, Cook and DuPage Counties, IL providing for and requiring the submission of a public question to increase the District's extension limitation, to be submitted to the voters of the District at the General Primary Election to be held on March 20, 2018. Trustee Robbins seconded the motion and with a roll call vote as follows: Trustee Giovannelli, yes; Trustee McCarthy, yes; Trustee Wisniewski, yes; Trustee Langfelder, yes; Trustee Robbins, yes; the motion so carried.

## **Attorney's Report**

Illinois law has changed involving the Sexual Harassment Ethics Act and the District will need to update the ordinance by January 20, 2018, if specific criteria is not listed.

The NIAFPD Conference is being held in January 2018.

## **Chief Falese's Report**

- The Fetch Foundation has donated much needed pet masks and supplies to be placed on the vehicles.

- For a number of years Bartlett Fire has partnered with Auto Truck assisting in the Toys for Tots program. This year Bartlett Fire included a toy drive at Station 1 and the Bartlett High School's Future Teachers Club collected toys and donated them to the Bartlett Fire toy drive.
- The members of Bartlett Fire have reached over \$2,000 to donate to families in need during the holidays living within the District.
- A structure fire report was provided on 249 Hawk Hollow Drive, Bartlett.
- A structure fire report was provided on 1760 Hilltop Road, Elgin.

**Assistant Chief Gabrenya's Report**

- Provided an update on the current review of emergency response protocols.

**Fire Marshal Heimbecker's Report**

- A written report was provided on the Fire Prevention Bureau monthly activities.

**Upcoming Calendar**

- NIAFPD Conference, Hilton Chicago Oak Brook Hills Conference & Resort Center, Oak Brook, IL January 25-28, 2017
- BFPD Firefighters to cook and serve a meal at the Ronald McDonald House, Winfield, January 20, 2018

**Correspondence**

- Thank you from the Alexian Brothers Foundation for the support.
- Thank you from Judith Robbins for the well wishes.
- Thank you to the crews from the family of a resident for the response.
- Thank you from the Dopp family for the kindness.

**Closed Session**

Trustee McCarthy made a motion to adjourn to closed session at 7:37 p.m. with the purpose of appointment, employment, compensation, discipline, performance, or dismissal of a specific employee. Trustee Langfelder seconded the motion and with a roll call vote as follows: Trustee Giovannelli, yes; Trustee McCarthy, yes; Trustee Wisniewski, yes; Trustee Langfelder, yes; Trustee Robbins, yes; the motion so carried.

The regular session resumed at 8:32 p.m. Those in attendance were Trustee McCarthy, Trustee Wisniewski, Trustee Langfelder, Trustee Robbins, and Trustee Giovannelli. Also in attendance was Chief Falese and Attorney Miller.

With no further business to be brought before the Board, Trustee McCarthy made a motion to adjourn. Trustee Giovannelli seconded the motion and with a roll call vote as follows: Trustee Giovannelli, yes; Trustee McCarthy, yes; Trustee Wisniewski, yes; Trustee Langfelder, yes; Trustee Robbins, yes; the regular session of the meeting was adjourned at 8:32 p.m.

Respectfully submitted,

Colleen Kolber  
Executive Administrative Assistant

ATTEST:

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President, James McCarthy

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Secretary, Frank Giovannelli

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Treasurer, Jay Langfelder

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Trustee, Larry Robbins

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Trustee, Don Wisniewski