

ORLAND FIRE PROTECTION DISTRICT

Administration Center

9790 West 151st Street · Orland Park, IL 60462

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ISO Class 2

Board of Trustees

President Patrick Maher
Secretary Patricia Corcoran
Treasurer Martin McGill
Trustee Salvatore "Bob" Cacciato
Trustee Glenn Michalek

BOARD OF TRUSTEES COMMITTEE OF THE WHOLE MEETING

February 18, 2009 - 6:00 PM

<p>The Committee of the Whole meeting of the Board of Trustees was called to order at 6:07 p.m. by President Patrick Maher at the Administration Building, 9790 West 151st Street, Orland Park, Illinois, for the purpose of conducting all regular business of the District, proper notice having been given.</p>	CALL TO ORDER
<p>PRESENT: Trustee Patrick Maher, Trustee Bob Cacciato, Trustee Martin McGill, and Trustee Glenn Michalek ABSENT: Trustee Patricia Corcoran.</p> <p>OTHERS PRESENT: Chief Bryant Krizik; Director of Human Resources, Joanne Chavez-Buchanan; Finance Director, Kerry Sullivan; B/C Reeder; B/C D. Smith; Lt. Jim Hynes; and Barbara J. Utterback, Recording Secretary.</p>	ROLL CALL
None	PUBLIC COMMENTS
<p>Trustee Cacciato motioned to approve the minutes of the Committee of the Whole Meeting of January 21, 2009. Motion was seconded by Trustee Michalek. Ayes: Trustees Cacciato, Michalek, McGill, and Maher Absent: Corcoran Nays: None</p> <p>Trustee Cacciato motioned to approve the Closed Session minutes of the Committee of the Whole Meeting of January 21, 2009. Motion was seconded by Trustee Michalek. Ayes: Trustees Cacciato, Michalek, McGill, and Maher Absent: Corcoran Nays: None</p>	APPROVAL OF MINUTES
<input type="checkbox"/> RFBA 2009-06 (2) Power Pro Cots from Stryker for a cost not to exceed \$21,276. Battalion Chief Reeder stated that these cots will	CAPITAL/FINANCE COMMITTEE

potentially reduce back strains and sprain injuries. The two Power Pro Cots purchased last year have been in service for about six months with no problems. Trustee Michalek motioned to place the purchase of two (2) Power Pro Cots from Stryker for an amount not to exceed \$21,276 on the Consent Agenda for the next Board of Trustees Meeting. The motion was seconded by Trustee Cacciato.

Ayes: Trustees Michalek, Cacciato, McGill and Maher

Absent: Corcoran

Nays: None

- RFBA 2009-07 (2) Stair Chairs from Stryker for a cost not to exceed \$4,988. Battalion Chief Reeder stated that these chair stairs would be utilized on the new engines, stored in the compartment space. These chairs are used to transport patients up and down staircases, reducing the potential for back strains and sprains. A recommendation was made by Trustee McGill to place the purchase of two (2) chair stairs from Stryker for a cost not to exceed \$4,988 on the Consent Agenda for the next Board of Trustees Meeting. The motion was seconded by Trustee Cacciato.

Ayes: Trustees McGill, Cacciato, Michalek and Maher

Absent: Corcoran

Nays: None

- RFBA 2009-09 Annual support for FDM software at a cost not to exceed \$9,348.06. Chief Krizik stated that this is the annual maintenance for the District's record management software. Trustee Cacciato motioned to place the purchase of the annual support for FDM software at a cost not to exceed \$9,348.06 on the Consent Agenda for the next Board of Trustees Meeting. The motion was seconded by Trustee Michalek.

Ayes: Trustees Cacciato, Michalek, McGill and Maher

Absent: Corcoran

Nays: None

- RFBA 2009-10 Intergovernmental Agreement for installation of radio equipment on Village of Orland Park Water Tower. Chief Krizik stated that this installation will be on the water tower near Station 5 and will greatly improve the area of coverage for radio, along with our microwave system and improves the District's two-way walkie-talkie communication on the street. Trustee Cacciato stated that he attended a meeting with the 911 Board, they are also experiencing a communication problem in the northern end of the District and asked if we would be interested in possibly constructing a tower near 143rd and Wolf Road. This is under investigation. Trustee Cacciato motioned to move the approval of the Intergovernmental Agreement

<p>for installation of radio equipment on the Village of Orland Park's water tower and the motion was seconded by Trustee Michalek. Ayes: Trustees Cacciato, Michalek, McGill and Maher Absent: Corcoran Nays: None</p> <p><input type="checkbox"/> RFBA 209-11 (14) Ice Rescue Suits from Atlas Outfitters for a cost not to exceed \$7,210. Chief Krizik stated that these suits will replace ones currently in use that are between 10 and 20 years old and are worn beyond repair. These are used for cold water rescue. They will be used on all front line apparatus. They are not custom fitted, but one size fits most. Trustee McGill motioned to place the purchase of (14) ice rescue suits from Atlas Outfitters on the Consent Agenda for a cost not to exceed \$7,210. and the motion was seconded by Trustee Michalek. The old and worn suits will be disposed of, and any suits that can be salvaged will be used as spares. Ayes: Trustees Cacciato, Michalek, McGill and Maher Absent: Corcoran Nays: None</p>	
<p>Chief Krizik stated that Battalion Chiefs Reeder and Smith have met with a few architectural firms, and Chief Krizik has contacted the Village Manager to try to get a meeting scheduled with the Mayor as well. The architectural firms contacted would like to make a presentation to the Board of Trustees to learn more about the District's needs. Battalion Chief Reeder would like to place the approval of a Request for Proposal for the selection of an architect on the Consent Agenda for the next Board of Trustees meeting. President Maher stated that, through the recently passed stimulus package, there may be some government funding available to the District for the new training facility and the administration building renovation. B/C Dan Smith will contact local officials to get more information for the next meeting. Trustee Cacciato motioned to move the approval of the RFP for architectural firms to the Consent Agenda for the next Board of Trustees meeting. The motion was seconded by Trustee Michalek. Ayes: Trustees Cacciato, Michalek, McGill and Maher Absent: Corcoran Nays: None</p>	<p>LONG RANGE PLANNING</p>
<p>President Maher stated that he has requested the District's attorney to create an Amendment to Ordinance 2004-12 which is a general ethics ordinance, that would include a limitation of contributions to candidates and elected officials. Trustee Cacciato motioned to place this item on the</p>	<p>POLICIES AND PROCEDURES</p>

<p>Consent Agenda for the Regular Meeting, and the motion was seconded by Trustee Michalek. Ayes: Trustees Cacciato, Michalek, McGill and Maher Absent: Corcoran Nays: None</p>	
<p>Chief Krizik stated that he is working on selection of a date for the Awards Ceremony and Appreciation Dinner. He further stated that the Officer's Retreat will be held on March 20, 2009.</p>	<p>PEROSNNEL AND SPECIAL EVENTS</p>
<p>No Report</p>	<p>2% FOREIGN FIRE TAX</p>
<p>No Report</p>	<p>VEBA</p>
<p>Kerry Sullivan reviewed the Treasurer's Report dated February 12, 2009 in the amount of \$2,286,166.12 in total disbursements. Trustee McGill recommended placing the approval of the Treasurer's Report in the amount of \$2,286,166.12 on the Consent Agenda for the next Regular Meeting. The motion was seconded by Trustee Michalek. Ayes: Trustees McGill, Michalek, Cacciato, and Maher Absent: Corcoran Nays: None Kerry Sullivan stated that she has requested a pen audit to ensure that the District is capturing all the property taxes. It has been ten years since this type of audit was prepared. Trustee Maher stated that he was at a function recently and several elected officials expressed their support of the District's ambulance billing policy to insurance companies, especially since there is no cost to the residents. He also stated that he received a compliment from a member of the Tinley Park Fire Department impressed with the quality and professionalism of the firefighters within our District, and that he was very appreciative of the assistant given to his Department by the District's firefighters.</p>	<p>FINANCE</p>
<p>Lt. Jim Hynes reported that he is recommending the replacement of the existing generator at Station 4 that is 20 years old. The recommendation was to purchase the generator from MDR Electric for a cost not to exceed \$27,500. Lt. Hynes stated that the generators at Stations 1, 2 and 3 have already been replaced, and the generators at stations 5, 6 and the administration building will need to be replaced at a later date. A motion was made by Trustee McGill to place the approval of purchasing a generator from MDR Electric for Station 4 for a cost not to exceed \$27,500 on the Consent Agenda, and the motion was seconded by Trustee Michalek. Ayes: Trustees McGill, Michalek, Cacciato and Maher Absent: Corcoran</p>	<p>OLD BUSINESS</p>

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<p>Nays: None</p>	
<p>Joanne Chavez-Buchanan stated that she solicited proposals for a new cleaning service for the administration building, including the Dispatch Center. Three proposals were received and discussed. Joanne recommended accepting the proposal from Premier Janitorial Service at a cost of \$700 per month. The cleaning will be done after hours on Tuesdays and Fridays of each month. Premier Janitorial Service is currently providing carpet cleaning service in the District. They also have the ability to perform a deeper cleaning of the tile floors. Trustee McGill made a recommendation to place the approval of Premier Janitorial Service on the Consent Agenda for weekly janitorial service at the Administration Building for a cost not to exceed \$700 per month and the recommendation was seconded by Trustee Cacciato. Ayes: Trustees McGill, Cacciato, Michalek, and Maher Absent: Corcoran Nays: None</p>	<p>NEW BUSINESS</p>
<p>A motion was made by Trustee McGill to go into executive closed session at 6:50 p.m. to discuss employment of specific employees of the District. The motion was seconded by Trustee Michalek. Ayes: Trustees McGill, Michalek, Cacciato, and Maher Absent: Corcoran Nays: None</p>	<p>CLOSED SESSION</p>
<p>The Regular Meeting reconvened at 8:14 p.m. ROLL CALL: Trustees Cacciato, Michalek, McGill and Maher ABSENT: Trustee Corcoran</p>	<p>RETURN TO REGULAR MEETING</p>
<p>A motion to adjourn was made by Trustee Michalek at 8:15 p.m. and the motion was seconded by Trustee McGill. Ayes: Trustees Michalek, McGill, Cacciato and Maher Absent: Corcoran Nays: None</p>	<p>ADJOURNMENT</p>