

Board of Trustees:  
 President John Brudnak  
 Secretary Beth Damas Kaspar  
 Treasurer Jayne Schirmacher  
 Trustee Tina Zekich  
 Trustee Angela Greenfield  
 Fire Chief:  
 Michael Schofield



**ORLAND FIRE PROTECTION DISTRICT**  
 Administration Center  
 9790 West 151st Street • Orland Park, IL 60462  
 708/349-0074 • Fax 708/349-0354  
 www.orlandfire.org



**BOARD OF TRUSTEES  
 REGULAR MEETING  
 TUESDAY, MARCH 26, 2024 - 5:00 PM**



**APPROVED**

4-23-24

<p>The Regular Meeting of the Board of Trustees was called to order at 5:00 p.m. by Board President John Brudnak for the purpose of conducting all regular business of the District, proper notice having been given.</p> <p><b>PRESENT:</b> Trustees Brudnak, Greenfield, Kaspar, Zekich  <b>ABSENT:</b> Trustee Schirmacher</p> <p><b>OTHERS PRESENT:</b> Fire Chief Mike Schofield, Deputy Chief Nick Cinquepalmi, Finance Director Kerry Sullivan, Human Resources Director Alice Stevenson, Attorney Megan Roche and Recording Secretary Gerry Strunka.</p>	<p><b>OPENING MEETING</b></p> <p><b>ROLL CALL</b></p>
<p><input type="checkbox"/> Presentation of the Senior Advisory Council 2023 Year in Review by Member Kathleen McElligott</p>	<p><b>PRESENTATIONS</b></p>
<p>A motion to approve the Regular Meeting Minutes of February 27, 2024, was made by Trustee Kaspar and seconded by Trustee Zekich. Motion carried.</p> <p><b>Ayes:</b> Trustees Kaspar, Zekich, Brudnak, Greenfield  <b>Nays:</b> None  <b>Absent:</b> Trustee Schirmacher</p>	<p><b>APPROVAL OF MINUTES</b></p>
<p>Kerry Sullivan gave her Finance Report</p>	<p><b>FINANCE REPORT</b></p>
<p>No report at this time.</p>	<p><b>COMMUNICATIONS</b></p>
<p>No report at this time.</p>	<p><b>LOCAL 2754</b></p>
<p>No report at this time.</p>	<p><b>LOCAL 134</b></p>
<p>No report at this time.</p>	<p><b>COMMUNICATIONS FROM THE BOARD</b></p>
<ul style="list-style-type: none"> <li>• Attended MABAS 19 meetings</li> <li>• We held several Chiefs' meetings</li> <li>• Station 3 remodeling is competed</li> <li>• Working with the Village on code enforcement agreement</li> <li>• Working with the Village of Orland Park on a joint Inspection Task Fore</li> <li>• The new hires are in week three</li> <li>• Local 134 Contract is completed</li> </ul>	<p><b>CHIEF'S REPORT</b></p>

<ul style="list-style-type: none"> <li>• The March 15th St. Patricks Day Senior Luncheon went very well</li> <li>• We applied for a AFG Grant for new radios</li> <li>• Participated in a review and set up of the Village of Orland EOC</li> <li>• We should be receiving the new chassie for the Unitivity some time next month</li> <li>• We responded to a shooting</li> <li>• Working with the auditors</li> </ul>	
<p>No Old Business</p>	<p><b>OLD BUSINESS</b></p>
<p>Trustee Brudnak asked if there was a motion to place Items A-L on a Consent Agenda. Trustee Zekich said she would like to make a Motion to remove Items I and L from a Consent Agenda and to discuss each item individually, and it was seconded by Trustee Greenfield.</p> <p><b>Ayes:</b> Trustees Zekich and Greenfield  <b>Nays:</b> Trustees Brudnak and Kaspar  <b>Absent:</b> Trustee Schirmacher</p> <p>Motion Failed.</p> <p>Trustee Kaspar made a Motion to remove Items I and L from the Consent Agenda for further discussion. It was seconded by Trustee Brudnak. Motion carried.</p> <p><b>Ayes:</b> Trustees Brudnak, Kaspar, Greenfield, Zekich  <b>Nays:</b> None  <b>Absent:</b> Trustee Schirmacher</p> <p>Trustee Kaspar made a Motion to approve the Consent Agenda, excluding Items I and L, and it was seconded by Trustee Brudnak.</p> <p><b>Ayes:</b> Trustees Kaspar and Brudnak  <b>Nays:</b> Trustees Greenfield and Zekich  <b>Absent:</b> Trustee Schirmacher</p> <p>Motion Failed.</p> <p>Trustee Brudnak made a Motion to discuss New Business Items A through L, line-by-line, and it was seconded by Trustee Zekich. Motion Carried.</p> <p><b>Ayes:</b> Trustees Brudnak, Zekich, Greenfield  <b>Nays:</b> Trustees Kaspar  <b>Absent:</b> Trustee Schirmacher</p> <p>New Business Items were explained in detail by Finance Director Kerry Sullivan:</p> <p>A. District Treasurer’s Report in the amount of \$3,100,965; and Cook County Grant Treasurer’s Report in the amount of \$87,158 and asked if there were any questions about the bills and there were none;</p> <p>B. RFBA 24-27 Approval of UL annual aerial inspections (\$6,270) which is a good risk management practice;</p> <p>C. RFBA 24-28 Approval of UL annual pump test on all 10 fire suppression vehicles (\$8,630);</p> <p>D. RFBA 24-29 Approval of the annual subscription of PSTrax (software used for inventory, narcotics tracking, and our daily use/weekly checks) (\$19,976). We have had the software for a year and are happy with it;</p>	<p><b>NEW BUSINESS</b></p>

<p>E. RFBA 24-30 Approval to go out to bid for the resurfacing of the Station 3 parking lot which is being paid from '22 debt proceeds. The Station 3 remodel was under budget;</p> <p>F. RFBA 24-31 Approval of the Transition Agreement for dispatch with the City of Country Club Hills;</p> <p>G. RFBA 24-32 Approval to pay Mutual Aid Box Alarm System Division 19 dues (\$9,450);</p> <p>H. RFBA 24-33 Approval to renew the lease with Calvary Church for the parcel adjacent to the training facility at an annual cost of \$2,500;</p> <p>I. RFBA 24-34 Approval of a quarterly OFPD newsletter at a cost of \$18,000 quarterly; <i>(Discussed in greater details by Ray Hanania and Rosemaria DiBendetto)</i></p> <p>J. RFBA 24-35 Approval of fleet maintenance management software with Fleetio (\$5,859 for 1 year, plus a one-time fee of \$2,000 to train and add all equipment to software) for better documentation;</p> <p>K. RFBA 24-36 Approval of bid from Air One Equipment for high-pressure air bags to replace expired ones on all three trucks (\$29,863) as recommended by Lt. Panzica;</p> <p>L. RFBA 24-37 Discussion and/or decision(s) regarding progress report of Prescient Solutions, personnel and duties. <i>(Mike Swaney of Prescient Solutions gave a detailed update/Power Point presentation on current status of their work with OFPD)</i></p> <p>A Motion to approve Consent Agenda Items A-H and J-L was made by Trustee Zekich and seconded by Trustee Brudnak. Motion carried.</p> <p><b>Ayes:</b> Trustees Zekich, Brudnak, Kaspar, Greenfield  <b>Nays:</b> None  <b>Absent:</b> Trustee Schirmacher</p> <p>A Motion to move Item I. to April 2024 Agenda was made by Trustee Zekich and seconded by Trustee Kaspar. Motion Carried.</p> <p>I. RFBA 24-34 Approval of a quarterly OFPD newsletter at a cost of \$18,000 quarterly</p> <p><b>Ayes:</b> Trustees Zekich, Kaspar, Brudnak, Greenfield  <b>Nays:</b> None  <b>Absent:</b> Trustee Schirmacher</p>	
<p>A Motion to go into Closed Session for Item A:</p> <p>A. The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the Orland Fire Protection District or legal counsel;</p> <p>was made by Trustee Greenfield and seconded by Trustee Zekich. Motion carried.</p> <p><b>Ayes:</b> Trustees Greenfield, Zekich, Brudnak, Kaspar</p>	<p><b>CLOSED SESSION</b></p>

Minutes of Regular Meeting  
Board of Trustees  
March 26, 2024

<p><b>Nays: None</b> <b>Absent: Trustee Schirmacher</b></p> <p>Closed session @ 5:52 p.m.</p>	
<p>The Regular Meeting resumed at 6:24 p.m.</p> <p>Trustees Brudnak, Greenfield, Kaspar and Zekich were present at roll call</p> <p>There being no further business, a motion to adjourn the meeting was made by Trustee Zekich and seconded by Trustee Greenfield at 6:24 p.m. Motion carried.</p> <p><b>Ayes: Trustees Zekich, Greenfield, Brudnak, Kaspar</b> <b>Nays: None</b> <b>Absent: Trustees Schirmacher</b></p> <p>Meeting adjourned.</p>	<p><b>RECONVENE &amp; ADJOURNMENT</b></p>

Board of Trustees:

President John Brudnak

Secretary Beth Damas Kaspar

Treasurer Jayne Schirmacher

Trustee Tina Zekich

Trustee Angela Greenfield

Fire Chief:

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**RATIFIED MINUTES MARCH 26, 2024 REGULAR MEETING**

These Board of Trustees Meeting Minutes from the March 26, 2024 Regular Board Meeting have been approved by the Executive Board of Trustees on April 23, and serve as the official record.

**Prepared and Submitted By:**

Yessy Sturka Date: 4/23/24  
Recording Secretary

**Approved By:**

Beth Damas Kaspar Date: 4/23/24  
Board Secretary



(Seal)

