

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



ISO Class 1



Internationally Accredited Agency

## BOARD OF TRUSTEES REGULAR MEETING

TUESDAY, NOVEMBER 28, 2023 - 5:00 PM



# APPROVED

12-19-23

<p>The Regular Meeting of the Board of Trustees was called to order at 5:02 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, Schirmacher  <b>ABSENT:</b> Trustee Zekich</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>A motion to open the public hearing on the 2024 Budget Ordinance was made by Trustee Kaspar and seconded by Trustee Greenfield. Motion carried.</p> <p>Ayes: Trustees Kaspar, Greenfield, Brudnak, Schirmacher  Nays: None  Absent: Trustee Zekich</p> <p><i>There was a public hearing on the Budget Ordinance and Annual Appropriations of the Orland Fire Protection District for fiscal year beginning January 1, 2024 and ending December 31, 2024, after being on display at the OFPD for a period of thirty (30) days as required by law. There were no comments.</i></p> <p>A motion to close the public hearing was made by Trustee Greenfield and seconded by Trustee Kaspar. Motion carried.</p> <p>Ayes: Trustees Greenfield, Kaspar, Brudnak, Schirmacher  Nays: None  Absent: Trustee Zekich</p>	<p><b>PUBLIC HEARING 2024 BUDGET ORDINANCE</b></p>
<p>A motion to approve the Regular Meeting Minutes of October 24, 2023, was made by Trustee Kaspar and seconded by Trustee Greenfield. Motion carried.</p> <p><b>Ayes:</b> Trustees Kaspar, Greenfield, Brudnak, Schirmacher  <b>Nays:</b> None</p>	<p><b>APPROVAL OF MINUTES</b></p>

<p><b>Absent:</b> Trustee Zekich</p> <p>A motion to approve the Special Meeting Minutes of November 8, 2023, was made by Trustee Greenfield and seconded by Trustee Kaspar. Motion carried.</p> <p><b>Ayes:</b> Trustees Greenfield, Kaspar, Brudnak, Schirmacher  <b>Nays:</b> None  <b>Absent:</b> Trustee Zekich</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 several MABAS 19 meetings</li> <li>• We held several Chiefs' meetings</li> <li>• We held our monthly Staff meeting</li> <li>• Station 3 remodeling is on going</li> <li>• Working with dispatch on Cad to Cad roll out</li> <li>• The Labor agreement with L2754 is completed and agreement with L134 is on going</li> <li>• Beginning work on the end of the year reports</li> <li>• Working with the Village on code enforcement issues</li> <li>• Prescient will begin with in-house presence on December 4th</li> <li>• We have completed the written test and interviews for the entry level testing for firefighter/paramedic, the list will be posted on December 4th.</li> <li>• We have several promotions on the agenda</li> </ul>	<p><b>CHIEF'S REPORT</b></p>
<p>No Old Business</p>	<p><b>OLD BUSINESS</b></p>
<p>A Motion to place Items A-I on a Consent Agenda (removing Item J):</p> <ul style="list-style-type: none"> <li>A. District Treasurer's Report in the amount of \$4,262,088; and Cook County Grant Treasurer's Report in the amount of \$168,209;</li> <li>B. RFBA 23-93 Approval of annual contract with Team Viewer for remote access (\$9,210);</li> <li>C. RFBA 23-94 Approval of renewal of annual contract with Telestaff (Kronos) which tracks employees time/attendance (\$19,968);</li> <li>D. RFBA 23-95 Approval to replace the backflow preventer at Station 1 which has not passed testing (not to exceed \$9,450);</li> <li>E. RFBA 23-96 Approval to hire an additional full-time Telecommunicator in Dispatch;</li> <li>F. RFBA 23-97 Approval of the District's Budget Ordinance and Annual Appropriations of Orland Fire Protection District, Cook County, IL for Fiscal Year Beginning January 1, 2024 and ending December 31, 2024 (no changes</li> </ul>	

<p>since October's Special Meeting);</p> <p>G. RFBA 23-98 Approval of the Truth in Taxation Finding Ordinance 2023-04 related to the levy;</p> <p>H. RFBA 23-99 Approval to recommend to the Board of Fire Commissioners the promotion of the following Engineers to Lieutenant per the 1/1/24 Labor Agreement: Mark Hogan, Zack Zweizig, and Justin Dublin; and to promote the following Firefighters to Engineers: Jon Kendra, Sergio Navarro, RJ Proctor, Mike Pericht and Dale Weber;</p> <p>I. RFBA 23-100 Approval to purchase 25 sets of structural firefighter gear as part of 3-year replacement program (not to exceed \$77,500)</p> <p>was made by Trustee Kaspar and seconded by Trustee Greenfield. Motion carried.</p> <p><b>Ayes:</b> Trustees Kaspar, Greenfield, Brudnak, Schirmacher <b>Nays:</b> None <b>Absent:</b> Trustee Zekich</p> <p>A Motion to approve the Consent Agenda Items A-I (excluding J) was made by Trustee Greenfield and seconded by Trustee Kaspar. Motion carried.</p> <p><b>Ayes:</b> Trustees Greenfield, Kaspar, Brudnak, Schirmacher <b>Nays:</b> None <b>Absent:</b> Trustee Zekich</p> <p>After some discussion with regard to Item J., a Motion to enter into an Agreement with Gaylord Insurance for 2024 Property and Liability Insurance and Workers Comp with a \$100,000 deductible was made by Trustee Kaspar and seconded by Trustee Greenfield. Motion carried.</p> <p><b>Ayes:</b> Trustees Kaspar, Greenfield, Brudnak, Schirmacher <b>Nays:</b> None <b>Absent:</b> Trustee Zekich</p>	
<p>There being no further business, a motion to adjourn the meeting was made by Trustee Greenfield and seconded by Trustee Kaspar at 5:12 p.m. Motion carried.</p> <p><b>Ayes:</b> Trustees Greenfield, Kaspar, Brudnak, Schirmacher <b>Nays:</b> None <b>Absent:</b> Trustee Zekich</p> <p>Meeting adjourned.</p>	<p><b>ADJOURNMENT</b></p>

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### RATIFIED MINUTES OF NOVEMBER 28, 2023 REGULAR MEETING

These Board of Trustees Meeting Minutes from the November 28, 2023 Regular Board Meeting have been approved by the Executive Board of Trustees on November 28, 2023, and serve as the official record.

**Prepared and Submitted By:**

Meg Stunka Date: 12-19-23  
Recording Secretary

**Approved By:**

Beth Damas Kaspar Date: 12-19-23  
Board Secretary

(Seal)