

Board of Trustees:  
 President Christopher Evoy  
 Secretary Craig Schmidt  
 Treasurer Jayne Schirmacher  
 Trustee John Brudnak Pres. Pro Tem  
 Trustee James Hickey  
 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, AUGUST 23, 2022 - 5:00 PM



**APPROVED**

9-27-22

<p>The Regular Meeting of the Board of Trustees was called to order at 5:00 p.m. by President Christopher Evoy for the purpose of conducting all regular business of the District, proper notice having been given.</p> <p><b>PRESENT:</b> Trustees Brudnak, Evoy  <b>PRESENT VIA ZOOM:</b> Trustees Hickey  <b>ABSENT:</b> Trustees Schirmacher, Schmidt</p> <p><b>OTHERS PRESENT:</b> Fire Chief Michael Schofield, Deputy Chief Nicholas Cinquepalmi, Finance Director Kerry Sullivan, Human Resources Director Lucy McGlynn, Attorney Megan Roche and Recording Secretary Gerry Strunka.</p>	<p><b>OPENING MEETING</b></p> <p><b>ROLL CALL</b></p>
<p>Glenn Kraemer addressed the Board of Trustees regarding concerns re: Trustee meeting attendance and meeting length.</p>	<p><b>PUBLIC COMMENTS</b></p>
<p>A motion to approve the Regular Meeting Minutes of July 26, 2022, was made by Trustee Brudnak and seconded by Trustee Evoy. Motion carried.</p> <p><b>Ayes:</b> Trustees Brudnak, Evoy, Hickey  <b>Nays:</b> None  <b>Absent:</b> Trustees Schmidt, 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>Union President Lieutenant Josh Girdick reported on Project Fire Buddies.</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>
<p>Injuries: are stable</p> <ul style="list-style-type: none"> <li>• Attended several MABAS 19 meetings</li> <li>• COVID-19 calls are still happening</li> <li>• We held several chiefs meetings</li> <li>• We continue to monitor the possible Cook County Tax installment delay</li> </ul>	<p><b>CHIEF'S REPORT</b></p>

<ul style="list-style-type: none"> <li>• We worked with the Village of Orland Park on disaster planning and had a table top drill</li> <li>• Preparing for the upcoming Lieutenat test in the Fall</li> <li>• We completed actice shooter drills with the Orland Park</li> <li>• The tase of Orland the Village went well, we had a joint command post with the Police on site</li> <li>• There are a few concerts happening in the village</li> <li>• We are well into 2023 Budget process</li> <li>• Several members of our dispatch center were recognized by Calument City for their action during Calument City’s major fire</li> </ul>	
<p>No old business.</p>	<p><b>OLD BUSINESS</b></p>
<p>A Motion to place Items A-K on a Consent Agenda:</p> <ul style="list-style-type: none"> <li>A. District Treasurer’s Report in the amount of \$2,391,965; Cook County Grant Treasurer’s Report in the amount of \$42,235; Debt Certificate Funding \$7,500;</li> <li>B. RFBA 22-55 Approval of annual maintenance agreement for GIS service with South Suburban Mayors and Managers Association (not to exceed \$8,400);</li> <li>C. RFBA 22-56 Approval of purchase of a drone which is an upgrade from existing unit. This is a shared purchase between MABAS Divisions 19, 22 and 24, with a cost not to exceed \$19,106 to RMUS Solutions. Each division will be billed directly for its shared cost (\$6,000 each);</li> <li>D. RFBA 22-57 Annual renewal of Vector Solutions / Target Solutions – Learning Management package, membership and maintenance fee. Budgeted to help track and maintain training records for District and Dispatch (\$13,803);</li> <li>E. RFBA 22-58 Approval to enter into an Agreement for the County of Will to provide communications system access to the Orland Fire Protection District through the facilities of the County of Will, specifically the Will County owned and operated 800 Mhz county-wide radio system for the purpose of interoperable communications (*There is no cost association with this Agreement);</li> <li>F. RFBA 22-59 Approval to purchase 6 Ferno Powertraxx Stairchairs (Grant funding: \$10,000; District portion: \$45,635);</li> <li>G. RFBA 22-60 Approval to make the following repairs/upgrades to Station 3 which will be funded through debt certificate proceeds: female locker room expansion; laundry room relocation to accommodate female locker room expansion; expensive repairs to plumbing in men’s locker room; significant improvements to sleeping quarters; replacement of basement ceiling and flooring due to damage sustained from plumbing leaks (not to exceed \$350,000);</li> <li>H. RFBA 22-61 Approval to purchase 30 sets of firefighting personnel protective gear, including pants and coats, by the end of this year (2% paying \$29,753; District amount: \$59,506);</li> <li>I. RFBA 22-62 Approval of the following policies:        210 Annual Planning Master Calendar</li> </ul>	<p><b>NEW BUSINESS</b></p>

Minutes of Regular Meeting  
 Board of Trustees  
 August 23, 2022

<p>211 Solicitation of Funds          212 – Balancing the Operational Budget          213 – Debt Management Policy          214 – Capital Improvement Plan Policy          215 – Grant Policy          217 – Physical Asset Management          218 – Petty Cash Management          219 – Purchasing and Accounts Payable Procedures          220 – Fund Balance Policy          221 – Long Term Planning and Forecasting Policy          707 Communications Operations</p> <p>J. RFBA 22-63 Approval to recommend the Board of Fire Commissioners promote the next eligible Firefighter from the Engineer List effective 8/29/22 to replace retired Engineer Mike Meyrick;</p> <p>K. RFBA 22-64 Approval to renew annual Financial Edge subscription (\$12,616).</p> <p>was made by Trustee Brudnak and seconded by Trustee Hickey. Motion carried.</p> <p><b>Ayes:</b> Trustees Brudnak, Hickey, Evoy  <b>Nays:</b> None  <b>Absent:</b> Trustees Schmidt, Schirmacher</p> <p>A motion to approve the Consent Agenda Items A through K, was made by Trustee Brudnak and seconded by Trustee Hickey. Motion carried.</p> <p><b>Ayes:</b> Trustees Brudnak, Hickey, Evoy  <b>Nays:</b> None  <b>Absent:</b> Trustees Schmidt, Schirmacher</p>	
<p>A motion to adjourn the meeting was made by Trustee Brudnak and seconded by Trustee Evoy at 5:08 p.m. Motion carried.</p> <p><b>Ayes:</b> Trustees Brudnak, Evoy, Hickey  <b>Nays:</b> None  <b>Absent:</b> Trustees Schmidt, Schirmacher</p> <p>Meeting adjourned.</p>	<p><b>ADJOURNMENT</b></p>