

**BOARD OF TRUSTEES SPECIAL MEETING MINUTES**  
**ADDISON FIRE PROTECTION DISTRICT #1**  
**10 S. Addison Rd, Addison, IL 60101**  
**May 4, 2023**  
**9:00 AM**

**CALL TO ORDER:**

Trustee Baxa called to order the Addison Fire Protection District Board of Trustee's meeting at 9:08 AM.

The Board determined that an in-person meeting was not practical or prudent due to the issuance by the Governor of a disaster declaration related to public health concerns in all or a part of the jurisdiction of the District. The meeting was recorded via Microsoft Teams. The public was also allowed to attend the meeting in person in a socially distant fashion.

No member of the public attended this meeting either in person, via phone or via video conference. Furthermore, no meeting questions were received prior to or during the meeting.

**PLEDGE OF ALLEGIANCE:**

The pledge of allegiance was presented for this meeting.

**ROLL CALL:**

Present were: Trustee Super-President via video-conference, Trustee Baxa-Secretary in-room, Trustee LaRocca-Treasurer via video-conference, Chief Walker in-room, Deputy Chief Kramer in-room, Fire Marshal Toika in-room, Attorney Miller in-room, Accountant Howard in-room, and Recording Secretary Dawne Mroz in-room.

**ANNOUNCEMENTS & RECOGNITIONS:**

- A. None
  
- B. Other Announcements & Recognitions  
None

**APPROVAL OF MINUTES:**

- A. The minutes of the Board of Trustee's meeting held on April 5, 2023, were presented.

**“Motion made by Trustee LaRocca to approve the Meeting Minutes from April 5, 2023, seconded by Trustee Baxa.”**

*Roll Call Vote: Trustee Super – Yes  
Trustee Baxa – Yes  
Trustee LaRocca – Yes  
Motion carried*

**TREASURERS REPORT AND ACCOUNTS PAYABLE:**

- A. Trustee Baxa presented the treasurers report for April 2023

**“Motion made by Trustee Baxa to approve the Treasures Report, Payroll and Accounts Payable for April 2023, in the amount of \$13,738,048.54, seconded by Trustee Super”**

*Roll Call Vote: Trustee Super – Yes  
Trustee Baxa – Yes  
Trustee LaRocca – Yes  
Motion carried*

- B. Travel Expense Approval(s) (if any): None
- C. Department Accountant James Howard presented the Financial Analysis for period ending March 2023
- D. Other Items for the Treasurer  
None

**CORRESPONDENCE:**

Correspondences were read by Trustee Baxa. Chief Walker also shared a thank you card from ACDC for our participation in National Public Safety Telecommunications Week.

**PUBLIC COMMENTS/QUESTIONS:**

The meeting was open to the public with proper distancing concerns. No comments or questions were received via email.

**ANNOUNCEMENTS & REPORTS:**

- A. Attorney's Report  
Attorney Miller presented his attorney report.
- B. Fire Chiefs Report  
Chief's report for March 2023 was in packet.
- C. Calendar of Events  
Calendar of Events was in packet.
- D. Other Announcements & Reports  
None

**OLD BUSINESS:**

- A. Old Business  
None

**NEW BUSINESS:**

- A. Nomination and Election of Officers for the Addison Fire Protection District #1 – President; Secretary; and Treasurer – Item tabled to Closed Session
- B. Discussion and possible direction on succession plan upon Fire Chief Walker's retirement – Item tabled to Closed Session

- C. Approval to make dive team modifications to 2011 Ford pickup with Interspiro in the amount of \$26,918.83

**“Motion made by Trustee Baxa, seconded by Trustee LaRocca for the approval to make dive team modifications to the 2011 Ford pickup with Interspiro in the amount of \$26,918.83”**

*Roll Call Vote: Trustee Super – Yes  
Trustee Baxa – Yes  
Trustee LaRocca – Yes  
Motion carried*

- D. Approval to contract with IFCA to conduct a lieutenant promotion examination in the amount of \$20,223.00

**“Motion made by Trustee Baxa, seconded by Trustee Super for the approval to contract with IFCA to conduct a lieutenant promotion examination in the amount of \$20,223.00”**

*Roll Call Vote: Trustee Super – Yes  
Trustee Baxa – Yes  
Trustee LaRocca – Yes  
Motion carried*

- E. Reappointment of Commissioner Gnad to a three-year term as Fire Commissioner

**“Motion made by Trustee Baxa, seconded by Trustee LaRocca for the reappointment of Commissioner Gnad to a three-year term as Fire Commissioner”**

*Roll Call Vote: Trustee Super – Yes  
Trustee Baxa – Yes  
Trustee LaRocca – Yes  
Motion carried*

- F. Approval of Ordinance 2023-02 Local Government Efficiency Act Committee

**“Motion made by Trustee LaRocca, seconded by Trustee Super for the approval of Ordinance 2023-02 Local Government Efficiency Act Committee”**

*Roll Call Vote: Trustee Super – Yes  
Trustee Baxa – Yes  
Trustee LaRocca – Yes  
Motion carried*

- G. Fire Marshal Toika submitted his letter of retirement effective December 29, 2023. He, along with the Fire Chiefs, will continue to work on the succession plan of the Fire Prevention Division

H. Approval of Resolution 2023-01 IAFFPD Proxy

**“Motion made by Trustee Baxa, seconded by Trustee LaRocca for the approval of Resolution 2023-01 IAFFPD Proxy”**

*Roll Call Vote: Trustee Super – Yes  
Trustee Baxa – Yes  
Trustee LaRocca – Yes  
Motion carried*

I. Approval to replace server infrastructure with Dell Technologies in the amount of \$53,719.49

**“Motion made by Trustee Baxa, seconded by Trustee Super for the approval to replace server infrastructure with Dell Technologies in the amount of \$53,719.49**

*Roll Call Vote: Trustee Super – Yes  
Trustee Baxa – Yes  
Trustee LaRocca – Yes  
Motion carried*

J. Approval to purchase 5 MDT computers from A-Beep in the amount of \$21,572.53

**“Motion made by Trustee Baxa, seconded by Trustee Super for the approval to purchase 5 MDT computers from A-Beep in the amount of \$21,572.53”**

*Roll Call Vote: Trustee Super – Yes  
Trustee Baxa – Yes  
Trustee LaRocca – Yes  
Motion carried*

K. Direct Fire Commission to promote one Lieutenant and one Battalion Chief with a promotion effective date TBD by the fire chief – Item tabled to Closed Session

L. The District will be replacing the engine for the 2016 ambulance. Once completed, the ambulance will be placed back in service.

M. Approval of workers comp insurance policy with IPRF in the amount of \$318,700.00

**“Motion made by Trustee Baxa, seconded by Trustee Super for the approval of workers comp insurance policy with IPRF in the amount of \$318,700.00”**

*Roll Call Vote: Trustee Super – Yes  
Trustee Baxa – Yes  
Trustee LaRocca – Yes  
Motion carried*

N. Other New Business  
None

**EXECUTIVE CLOSED SESSION FOR THE PURPOSES OF DISCUSSING:**

- A. Personnel matters (5 ILCS 120/2 (c) 1)
- B. Collective negotiating matters (5 ILCS 120/2 (c) 2)
- C. Purchase or lease of real property (5 ILCS 120/2 (c) 5)
- D. Security procedures (5 ILCS 120/2 (c) 8)
- E. Pending, Probable, or Imminent Litigation (5 ILCS 120/2 (c) 11)

**RECESS TO EXECUTIVE CLOSED SESSION**

Attorney Miller adjourned the meeting to go into Executive Closed Session Meeting at 9:38am to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the district under matters pursuant to 5 ILCS 120/2 (c)1 in the Open Meeting Act.

**“Motion made by Trustee Baxa, seconded by Trustee LaRocca to go into Executive Closed Session Meeting to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the district under the matters pursuant to 5 ILCS 120/2 (c)1 in the Open Meeting Act.”**

*Roll Call Vote: Trustee Super – Yes  
Trustee Baxa – Yes  
Trustee LaRocca – Yes  
Motion carried*

Open Session resumed at 10:32 am

The Board determined that an in-person meeting was not practical or prudent due to the issuance by the Governor of a disaster declaration related to public health concerns in all or a part of the jurisdiction of the District. The meeting was recorded via Microsoft Teams. The public was also allowed to attend the meeting in person in a socially distant fashion.

**ROLL CALL:**

Present were: Trustee Super-President via video-conference, Trustee Baxa-Secretary in-room, Trustee LaRocca-Treasurer via video-conference, Chief Walker in-room, Deputy Chief Kramer in-room, Attorney Miller in-room, and Recording Secretary Dawne Mroz in-room.

**OTHER BUSINESS:**

- A. Actions from closed session, if needed.

**“Motion made and voted on by Trustee Baxa, seconded by Trustee Super, for the appointment of Deputy Chief Kramer to Fire Chief effective 7-1-2023 and Battalion Chief Herion to Deputy Chief effective 6-1-2023. The Board has directed the Fire Commission to promote from the current Battalion Chief and Lieutenant eligibility lists with an effective promotional date of 6-1-2023”**

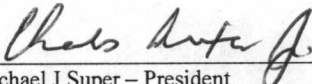
*Roll Call Vote: Trustee Super – Yes  
Trustee Baxa – Yes  
Trustee LaRocca – Yes  
Motion carried*

**“Motion made by Trustee Baxa, seconded by Trustee Super for the nomination and election of Officers for the Addison Fire Protection District #1 – Charles Baxa Jr. as President; Bernadette LaRocca as Secretary; and Michael Super as Treasurer”**

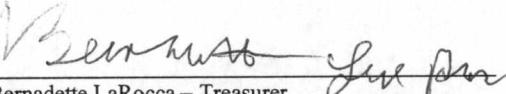
*Roll Call Vote: Trustee Super – Yes  
Trustee Baxa – Yes  
Trustee LaRocca – Yes  
Motion carried*

**ADJOURNMENT:**

Meeting adjourned at 10:36 AM – The next scheduled meeting is at 9:00 AM on June 7, 2023, at 10 S. Addison Road, Addison, IL.

  
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Michael J Super – President

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Charles Baxa, Jr. – Secretary

  
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Bernadette LaRocca – Treasurer

Respectfully Submitted,  
Dawne Mroz, Recording Secretary