

Municipal Consolidated Dispatch
7300 W. Wilson Avenue, Harwood Heights, Illinois 60706

BOARD MEETING MINUTES: TUESDAY, JULY 10TH, 2018

**VILLAGE OF HARWOOD HEIGHTS
VILLAGE HALL BOARD ROOM
7300 W. WILSON AVE.**

AGENDA

- 1. CALL TO ORDER:** The meeting was called to order by Chairman Larry Maraviglia at 1:41 PM.

- 2. ROLL CALL**

The following Board Members were present at the meeting:

Chairman: Larry Maraviglia

Vice Chairman: Peter Chiodo

Secretary: Joanna Skupien

Member: Brad Townsend, arrived at 1:51 PM

Member: Thomas Fragakis

Member: Frank Biagi

Member: David Disselhorst

Member: John DeVries

Member: Wayne Schober

ABSENT:

Member: Thomas Deegan

Member: Daniel Tannhauser

Member: Annette Volpe

A quorum was declared.

Also present:

Ex-officio: Ronald Gross, MCD Director

- 3. OTHERS TO ATTEND**

Franklin Abel, MCD Attorney

4. APPROVAL OF MINUTES

May 29, 2018 Special Board Meeting:

MOTION by John DeVries seconded by Thomas Fragakis to approve the minutes of the May 29, 2018 Special Board Meeting.

All present voted **AYE**. Opposed NONE

June 12, 2018 Regular Board Meeting:

MOTION by John DeVries seconded by Thomas Fragakis to approve the minutes of the June 12, 2018 Board Meeting.

All present voted **AYE**. Opposed NONE

5. PERSONS WISHING TO BE HEARD - NONE

6. EXECUTIVE DIRECTOR –Report, June 2018

Mr. Gross asked if there were any questions regarding his June report.

Mr Gross reported that he is working on the process for coding bills to make sure they go to the proper budget GL accounts. Mr. Gross found some errors and had WRDR correct those. He understands that there was personnel turnover, but he feels that the transition should be smoother, and these mistakes should not be occurring. Mr. Gross related his concerns to David Meyer.

The surcharges which have been received to date are surcharges through March 31, 2018 so the state has caught up with the payment distributions. We have now received several months with the increase which took into effect January 1, 2018 so we now have a better idea of what the new monthly income will be.

Chief Fragakis asked Mr. Gross if each town's surcharges are being tracked separately or as a lump sum. Mr. Gross replied that right now he keeps track of them individually and in aggregate. Clarifying his original question, Chief Fragakis asked if we will reduce each town's payments by each town's surcharges. Mr. Gross replied that we should wait until the end of the year to do that. Mr. Gross stated last FY we did this and were able to reduce each town's final MCD payment of FY18. Chief Fragakis suggests we put this on the next agenda and vote on it, he is okay with determining the amount at the end of the fiscal year but would feel better if we decide that this is what we will do.

Chief Fragakis asked when we will have data to determine costs to each community for when the IGA year kicks in to start billing by number of calls. Side discussion regarding to make sure each town is creating report numbers for the same items.

More discussion regarding the different amounts coming in from surcharges and that they should directly reduce each town's monies due to MCD so that it reduces the amounts that would come from each town's General Fund.

On Friday July 3, 2018 Mr. Gross submitted the final reports for the grant, which was \$45,000.00. The State is usually averaging about one month to approve the grant reimbursements, so we should have that money available soon.

Mr. Gross recapped the issue from June 29th with Starcom that affected Schiller Park.

Brad Townsend reported that the shift supervisors are having to take more time when shift changes occur. Maybe not necessarily due to MCD, just because the dispatch center is not in the same physical location as the police station. Short discussion by the Chiefs as to how shift transition information is exchanged in each of the towns and the pros and cons of each towns' shift change procedures.

7. OLD BUSINESS

A. FY18, End of Year Audit

Mr. Gross sent out a request for info to 3 different auditors. Two of them submitted proposals. Discussion regarding how we want to proceed to select an outside, independent audit company to prepare an end of Fiscal Year report. Some board members were comfortable with designating one person from each town to be on an ad-hoc committee to select and audit company. Other board members did not feel comfortable having a select few decide for the entire MCD Board.

MOTION by David Disselhorst seconded by Tom Fragakis to authorize the subcommittee made up of Larry Maraviglia, Brad Townsend and Joanna Skupien to solicit proposals and pricing for an annual audit and to prepare a summary of findings and a recommendation of the most qualified auditing firm to the MCD Board at the next Board Meeting.

ROLL CALL:

Larry Maraviglia – YES
Joanna Skupien – YES
Peter Chiodo - YES
Frank Biagi – YES
David Disselhorst – YES
Thomas Fragakis – YES
John DeVries – YES
Brad Townsend – YES
Wayne Schober – YES

Motion carries.

8. NEW BUSINESS

B. Warrant Register (Bill Listing)

MOTION by Joanna Skupien, seconded by John DeVries to approve the warrant register dated July 10, 2018 totaling \$3,900.00, attached and made part of the record hereof.

Before roll call was taken, Peter Chiodo asked Mr. Gross to send him a copy of the invoice for Franklin A. Abel so that he can see the itemized bill. Mr. Gross stated he would do so.

ROLL CALL:

Larry Maraviglia – YES
Joanna Skupien – YES
Peter Chiodo - YES
Frank Biagi – YES
David Disselhorst – YES
Thomas Fragakis – NO
John DeVries – YES
Brad Townsend – YES
Wayne Schober – YES

Motion carries

C. Next Meeting – August 14, 2018, 1:30 p.m.

9. OTHER BUSINESS

10. EXECUTIVE SESSION

- A. Personnel Matters (Sec. 2-C-1)
- B. Employment Matters (Sec. 2-C-1)
- C. Collective Bargaining (Sec. 2-C-2)
- D. Pending Litigation (Sec. 2-C-11)
- E. Executive Session Minutes (Sec. 2-C-21)
- F. Property Acquisitions (Sec-2-C-5)

MOTION by David Disselhorst, seconded by Peter Chiodo to go into executive session to discuss personnel matters and employment matters as per Section 2-C-1. The MCD Board goes into Executive Session at 3:14 PM.

ROLL CALL:

Larry Maraviglia – YES
Joanna Skupien – YES
Peter Chiodo - YES

Frank Biagi – YES
David Disselhorst – YES
Thomas Fragakis – NO
John DeVries – YES
Brad Townsend – YES
Wayne Schober – YES

Motion carries

THE BOARD GOES INTO EXECUTIVE SESSION

Regular Session reconvened at 3:36 PM

ROLL CALL for attendance:

Larry Maraviglia
Joanna Skupien
Brad Townsend
Peter Chiodo
Frank Biagi
David Disselhorst
Thomas Fragakis
John DeVries
Wayne Schober

Also present:

Ex-officio: Ronald Gross, MCD Director
Franklin Abel, MCD Attorney

11. ADJOURNMENT

MOTION by John DeVries, seconded by Wayne Schober to adjourn at 3:38 PM.

All present voted **AYE**. Opposed **NONE**.

ATTACHMENTS

1. May/June 2018 Phone Stats
2. June Financials
3. Warrant Register 07-10-18

MINUTES PREPARED BY: JOANNA SKUPIEN