



Mokena Fire Protection District

MOKENA FIRE PROTECTION DISTRICT TRUSTEES' MEETING JANUARY 14, 2020

The regular meeting of the Mokena Fire Protection District was held on Tuesday, January 14, 2020 at Mokena Fire Station #1 at 7:00 PM.

Present: President William Haas, Treasurer Ken Blank, Secretary Robert Hennessy, Trustee Craig Warning, Trustee Dennis Burkhardt (7:08 PM), Chief Howard Stephens, Assistant Chief/Deputy Administrator Joe Cirelli, Assistant Chief Rick Campbell, Recording Secretary Nancy Feigel

Emergency 9-1-1

Administrative Offices
19853 S. Wolf Road
Mokena, IL 60448
Adm. (708) 479-5371
Fax (708) 479-2970

ANNOUNCEMENT OF COLORING CONTEST WINNERS AND ESSAY CONTEST WINNERS

The Mokena Fire Protection District, in conjunction with the schools in our District, recently held a coloring contest for 1st grade students and an essay contest for 5th grade students. Chief Stephens presented the three top winners' certificates from the District and gift cards that were donated by FNBC and Old Plank Trail Bank. The 1st place winners will also receive a ride to school in a fire truck in the spring.

Fire Station #1
19853 S. Wolf Road
Mokena, IL 60448
(708)479-3781

Fire Station #2
10000 W. 191st Street
Mokena, IL 60448
(708) 479-3782

Fire Station #3
10855 W. 183rd Street
Orland Park, IL
60467
(708) 479-3785

www.mokenafire.org

Established 1883

Organized 1917



Coloring Contest Winners:

1st Place – Kyla Mayer
Runner-Up – Kathryn Blaisdell
Runner-Up – Andrew Walker

Essay Contest Winners:

1st Place – Reilly Gerhardstein
Runner-Up – Ariana Klotzke
Runner-Up – Charlie Hrebic

A short break was taken for refreshments. The meeting resumed at 7:24 p.m.

MINUTES OF PREVIOUS MEETING, CORRECTIONS, APPROVAL

Ken Blank made a motion, seconded by Craig Warning, to approve the minutes of the December 10, 2019 Trustee meeting. Motion passed with all ayes.

Craig Warning made a motion, seconded by Robert Hennessy, to approve the minutes of the December 10, 2019 Closed Session meeting. Motion passed with all ayes.

*Serving Portions of the Communities of
Mokena, Homer Glen, Orland Park, Frankfort*

PUBLIC COMMENTS

Debi Blank, on behalf of Mokena Miracles, thanked the Board for allowing Mokena Miracles to use the training room for their meetings and for MFPD's participation in distributing the toys to the families in need.

UNION REPORT

None

TREASURER'S REPORT

Robert Hennessy made a motion, seconded by Dennis Burkhardt, to accept the Monthly Statement as presented. Chief Stephens noted that we will be meeting with FNBC Bank and Trust to discuss additional protection regarding ACH transactions.

Robert Hennessy made a motion, seconded by Craig Warning, to pay the monthly bills in the amount of \$180,977.87 as presented. Motion passed with all ayes.

TRUSTEES' REPORT

The Trustees expressed their condolences to Chief Stephens on the passing of his mother.

CALENDAR AND CHECKLIST

The notice of regularly scheduled Board meetings for 2020 has been posted.

The report of injuries for 2019 will be posted the beginning of February.

The names of those required to file Economic Interest Statements with the County Clerk will be submitted soon.

ASSISTANT CHIEF CAMPBELL'S REPORT

The rear suspension on Engine 93 (Alexis, HME) needs to be replaced or repaired. Below are various options:

- Repair – the cost to repair the engine is approximately \$40,000.
- Remount – the cost to remount the module onto a new chassis is approximately \$440,080.
- Remount engine and ambulance – the cost to remount the engine would be approximately \$436,580 if the ambulance was remounted at the same time.

- New engine – the cost for a new engine is approximately \$688,510.
- Trade in value on chassis – the trade in value on the chassis is approximately \$30,000.
- Trade in value on engine – the trade in value on the existing engine is approximately \$110,000.

More details on the various options will be available at the February Trustee meeting.

We are working with Freightliner on a chassis for the new ambulance. The module from the 2007 International ambulance will be remounted on this new chassis. There was no objection from the Trustees to receive bids for a 2021 Freightliner chassis and purchase the new chassis in February. The legal notice will be published in the newspaper January 23 and the bid openings will be held February 7.

Ambulance 93 (Freightliner) had faulty rear suspension airbags that were leaking. Both rear airbags were replaced by Chandler Services and the ambulance is back in service.

Engine 92 (HME) had a faulty passenger side rear suspension airbag leak. Both airbags were replaced by Chandler Services and the engine is back in service.

The ladder truck at Station 2 had a rear airbag deploy. The suspension cast iron beam is also cracked. There will be more details next month on this issue. New Lenox engine is in service during the interim.

Jack Buss Concrete Construction cut the concrete in the bay at Station 2 for the new undercarriage washer. The project will take approximately one week to complete.

Chief Stephens is working with the Village of Orland Park regarding village sewer and water for Station 3.

We have received the new extrication tools that will be placed in service on Truck 92 (Pierce) after an in-service training is conducted. These tools are the second step in a multiyear program. The Trustees were given a demonstration on the tools.

Air One Equipment has inspected and tested the self-contained breathing apparatus (SCBA's). These are tested annually. We are in the process of evaluating new SCBA's with MSA and Drager. The new SCBA's will be purchased with the Assistance to Firefighters Grant.

The Board approved the following class requests:

Ken Berger	Confined Space Operations
Mike Hullinger	Confined Space Rescue Operations

The January training calendar was reviewed by the Board.

The Board reviewed the POC ride-along report for the month of December.

ASSISTANT CHIEF CIRELLI'S REPORT

We have remained active and committed to support Laraway Communications Center (LCC) in improving their provided service levels. Any issues that we have experienced have been reported to LCC through their notification procedure.

The draft strategic plan for LCC was shared with the Board.

The Trustees were informed of an incident that occurred at LCC that resulted in an 8-minute delay in reaching a patient. LCC is citing human error as the cause of this issue. On another incident, a 13-year old child called 911 for her father who had suffered a heart attack and the dispatcher talked the girl through CPR until the paramedics arrived.

The 2020 update to the Standard of Cover is underway. A draft will be presented at the February Trustee meeting with adoption at the March meeting.

There will be no Homer Glen Public Services and Safety Committee in January. We are assisting the Village of Homer Glen in updating their Emergency Operations Plan.

We currently have one employee out on unpaid leave.

The Trustees reviewed the December code enforcement reports and public education surveys.

CHIEF'S REPORT

The FY2019 ambulance billing data was reviewed.

Chief Stephens will be out of the office using benefit time for an extended period in February/March. He will remain in communication with Assistant Fire Chiefs, be available via email, cell phone and text.

Letters received this month:

- A thank you note was received from a Daisy Troop for a tour of the fire station.
- A card and donation were received from Schillings Brothers.
- A thank you note was received from a resident for our assistance on a call.

Newspaper articles this month:

- The Mokena Messenger published articles on collecting toys for local children, November calls of service, Year in Review from Chief Stephens and our CPR classes.

The Trustees reviewed the monthly alarm reports for November.

Four Customer Satisfaction Surveys received in the past month were shared with the Board.

ADOPT REVISED FINANCIAL RESOURCE MANUAL

Ken Blank made a motion, seconded by Robert Hennessy, to adopt the revised Financial Resource Manual as presented. Motion passed with all ayes.

ADOPT REVISED PURCHASING POLICY

Dennis Burkhardt made a motion, seconded by Craig Warning, to adopt the revised Purchasing Policy as presented. Motion passed with all ayes.

REVIEW AND APPROVE UPDATED CAREER DEVELOPMENT MINIMUM QUALIFICATIONS (APPENDIX C)

The Trustees will review the updated Career Development Minimum Qualifications (Appendix C). This will be an agenda item at the February Trustee meeting.

APPROVE POSTING OF INTERNAL FIRE MARSHAL NOTICE

The Trustees will review the Notice of Fire Marshal Position. This will be an agenda item at the February Trustee meeting.

CLOSED SESSION

Robert Hennessy made a motion, seconded by Dennis Burkhardt, to enter Closed Session at 8:31 PM to discuss personnel matters. Motion passed with all ayes.

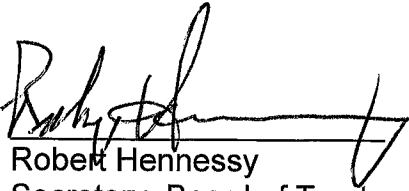
The Board returned to Open Session at 9:08 PM.

ACTION UPON CLOSED SESSION IF REQUIRED

None

ADJOURNMENT

Meeting was adjourned at 9:11 PM after a motion by Robert Hennessy.


Robert Hennessy
Secretary, Board of Trustees

Recording Secretary:
Nancy Feigel