

**MOKENA FIRE PROTECTION DISTRICT  
TRUSTEES' MEETING  
AUGUST 8, 2017**

The regular meeting of the Mokena Fire Protection District was held on Tuesday, August 8, 2017 at Mokena Fire Station #1 at 7:00 PM.

Present: President William Haas, Secretary Robert Hennessy, Trustee Ken Lenz, Trustee Craig Warning, Chief Howard Stephens, Assistant Chief/Deputy Administrator Joe Cirelli, Assistant Chief Rick Campbell, Recording Secretary Nancy Feigel

Absent: Treasurer Ken Blank

Visitor: Lt. Erik Moeller

Ken Lenz was appointed Treasurer Pro-Tem.

MINUTES OF PREVIOUS MEETING, CORRECTIONS, APPROVAL

Ken Lenz made a motion, seconded by Robert Hennessy, to accept the minutes of the July 11, 2017 Trustee meeting. Motion passed with all ayes.

PUBLIC COMMENTS

None

UNION REPORT

Mokena Professional Fire Fighters I.A.F.F. Local 4270 Vice President Lt. Moeller addressed the Board and said the Union was happy to finalize the contract. The Union is looking forward to keeping communication open between the Local and the District.

TREASURER'S REPORT

Robert Hennessy made a motion, seconded by Craig Warning, to accept the Monthly Statement as presented. Motion passed with all ayes.

Ken Lenz made a motion, seconded by Craig Warning, to pay the monthly bills in the amount of \$111,948.58 as presented. Motion passed with all ayes.

## TRUSTEES' REPORT

Trustee Warning commented on the new exhaust hoods, conduit and electric that will be utilized for the Pancake Breakfast. Thank you to FF Adam Meyer and FF Mike Hullinger for their work on this project.

Trustee Haas commented that he is proud of the positive feedback he receives from the community regarding the Fire District.

## CALENDAR AND CHECKLIST

The auditors have completed their visit and it is anticipated they will be presenting their report at the October meeting.

The adoption of the annual Tax Levy Ordinance will be held at the November Trustee meeting.

## ASSISTANT CHIEF CAMPBELL'S REPORT

Ambulance 91 (25-14) was sent to Diamond Collision Center for warranty paint repair. It is now back in service.

Ambulance 94 (15-06) was brought to Alexis Fire on July 20 to begin the remount project. This project will take approximately three months.

There was no objection from the Trustees to fix the drainage issue with the kitchen sink at Station 1 at a cost of \$2800.00. A 4" clean out will be installed on the main line leading to the kitchen and bathrooms.

In preparation for the pancake breakfast, two exhaust hoods have been purchased. The hoods and piping was installed by FF Adam Meyer.

On July 20 we responded to I-80 for a hazardous material spill.

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

## ASSISTANT CHIEF CIRELLI'S REPORT

Progress continues to be made with the Laraway Dispatch Center. The Operations Committee continues to meet monthly.

The Pension fund has approximately 13.5 million in assets.

There are currently two employees off duty on work related injuries, one of which is expected to be an extended period of time. Marcie Hoag was temporarily appointed to Lieutenant and Adam Shefcik was temporarily appointed to Engineer effective 8/14/17 for a period not to exceed 66 days.

A/C Cirelli is researching a web-based policy package that will allow us to revamp our policies to legal and best practice standards.

The MFPD participated in the Orland Park Police Department's "Night Out Against Crime" event on August 1.

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

The Board approved the following class requests:

Scott Bukowski	Trench Rescue Operations
Mark Rojek	Trench Rescue Operations
Tim Boomsma	Trench Rescue Operations
Adam Meyer	Trench Rescue Operations
Pete Cantore	Vehicle & Machinery Extrication Tech

### CHIEF'S REPORT

The FY2017 ambulance billing data for June and July was reviewed.

The FY2017 Year in Review was distributed to the Trustees for review. The approval of this plan will be an agenda item at the September meeting.

The District is meeting with and making plans with the Lions Club for the Annual Pancake Breakfast/Open House to be held on October 1.

There was no objection from the Board to having our annual awards presented at the November meeting and opening the time capsule at this meeting.

Letters received this month:

- A letter was received from Lockport Township FPD for our assistance at a Dive Box Alarm.
- A donation was received from Mokena Inn in honor of our 100 year anniversary.

Newspaper articles this month:

- The Mokena Messenger published an article on our 100 year anniversary.

The Trustees reviewed the monthly alarm reports for July.

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

REVIEW AND APPROVE THE 2017 STRATEGIC PLAN

The Trustees approved the 2017 Strategic Plan with Schedule C as presented.

APPROVE THE PURCHASE OF A STRYKER POWER-LOAD

The Trustees have no objection to ordering a new STRYKER Power-Load in the amount of \$27,692.39 for delivery in January 2018; some of this amount will be reimbursed with IPRF grant funds in early 2018.

APPROVAL TO PURCHASE DUAL BAND RADIOS

Will County EMA is in the process of building a replacement county-wide 800mhz radio system, expected to go live prior to January 1. The 800mhz radio system is utilized the by the Lincoln-Way fire agencies for interoperability and redundancy. In order to utilize the new 800mhz radio system, new radios need to be purchased. There were no objections from the Trustees to purchase three dual band portable radios at a cost of \$8,429.16.

APPROVAL TO PURCHASE BALLISTIC PROTECTION

A request for proposal (RFP) to bid for the purchase of ballistic vests was placed and a bid opening was conducted on August 3. The lowest bid was for \$23,506.00 for 35 complete ballistic vests with appropriate labeling and storage cases. This is a budgeted item and the Trustees have no objection to moving forward with this purchase.

ADJOURNMENT

Meeting was adjourned at 7:50 PM after a motion by Robert Hennessy.

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Robert Hennessy  
Secretary, Board of Trustees

Recording Secretary:  
Nancy Feigel