



# Mokena Fire Protection District

## MOKENA FIRE PROTECTION DISTRICT TRUSTEES' MEETING MAY 12, 2020

The regular meeting of the Mokena Fire Protection District was held on Tuesday, May 12, 2020 at 7:00 PM. The meeting was conducted through video conferencing due to the COVID 19 pandemic.

**Present:** President William Haas, Treasurer Ken Blank, Secretary Robert Hennessy, Trustee Craig Warning, Trustee Dennis Burkhardt, Assistant Chief/Deputy Administrator Joe Cirelli, Assistant Chief Rick Campbell, Recording Secretary Nancy Feigel

**Absent:** Chief Howard Stephens

**Visitor:** CPA James Howard, Gov Accounting, LLC

Emergency 9-1-1

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

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](http://www.mokenafire.org)

Established 1883  
Organized 1917



### MINUTES OF PREVIOUS MEETING, CORRECTIONS, APPROVAL

Ken Blank made a motion, seconded by Robert Hennessy, to approve the minutes of the April 14, 2020 Trustee meeting. Motion passed with all ayes.

Robert Hennessy made a motion, seconded by Dennis Burkhardt, to approve the minutes of the April 14, 2020 Closed Session meeting. Motion passed with all ayes.

### PUBLIC COMMENTS

None

### UNION REPORT

None

### TREASURER'S REPORT

Dennis Burkhardt made a motion, seconded by Robert Hennessy, to accept the Monthly Statement as presented.

Craig Warning made a motion, seconded by Ken Blank, to pay the monthly bills in the amount of \$106,966.34 as presented. Motion passed with all ayes.

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

### TRUSTEES' REPORT

The Trustees thanked all the employees of the District for the hard work they are doing during the COVID 19 pandemic.

Trustee Warning liked the video that Lt. Sickles, Lt. Moeller, Eng. Shefcik and FF Reimer put together for the community regarding what to expect if you call 911.

### CALENDAR AND CHECKLIST

The tentative budget will be presented later in the meeting.

### ASSISTANT CHIEF CAMPBELL'S REPORT

We are continuing to hold video conferencing meetings with the duty crews Monday through Friday. The comprehensive screening of the employees is ongoing as well as thorough cleaning practices. We are working with Will County EMA, Will County Health Department and MABAS 19 to procure personal protective equipment (PPE). We also meet with Silver Cross Hospital and Smith Crossing weekly via zoom.

The Board approved the following class requests:

A/C Campbell	Health & Safety Officer
A/C Cirelli	Health & Safety Officer

The May training calendar was reviewed by the Board.

### ASSISTANT CHIEF CIRELLI'S REPORT

We have remained active and committed to support Laraway Dispatch in improving their provided service levels. Any issues that we have experienced have been reported to LCC through their notification procedure. The LCC telecommunicators, call takers, supervisors and administrative staff have been doing an exemplary job during this pandemic. There was a radio issue that occurred on May 12 where the radios could not communicate with each other.

In order to recover some of the approved expenses related to the COVID 19 emergency, we have begun the application process for a Public Assistance grant through FEMA. Approved expenses should eventually be reimbursed at 75%.

The Homer Glenn Public Services and Safety Committee meetings have been placed on hold under after the COVID19 pandemic.

We are awaiting word from the Village of Orland Park on the status of our annexation request.

We currently have one employee out on unpaid leave and one employee out on a reported duty related injury.

The Director's Brief from Laraway Communications Center was shared with the Board.

We have been participating in many celebration parades for our residents with much positive feedback. To streamline the procedure, any requests will now be filled out on our website.

All public education activities are cancelled until further notice due to the public health emergency and stay at home order.

The Trustees reviewed the April code enforcement reports.

#### CHIEF'S REPORT (presented by A/C Cirelli)

The FY2020 ambulance billing data was reviewed.

Attorney Tom Gilbert has been absent from most legal situations for the Fire District in 2020. John Motylinski has done an outstanding job in Tom's absence. The District will continue to contact John Motylinski for upcoming legal issues, and he will be attending future Board meetings as requested.

Recognizing that there may be cash flow issues due to possible delayed real estate taxes, the District has been working on some alternative funding options.

The Trustees reviewed the monthly alarm reports for April.

#### APPROVAL OF FINANCIAL ADVISOR AGREEMENT

A discussion ensued on hiring a financial advisor to guide us through applying for and researching budgetary options for our near-term cash flow requirements including, as necessary, short term borrowing through the use of tax anticipation warrants.

Robert Hennessy made a motion, seconded by Dennis Burkhard, to approve the Financial Advisor agreement as presented. Motion failed with a roll call vote as follows: Bill Haas nay; Ken Blank nay; Robert Hennessy aye; Dennis Burkhardt nay; Craig Warning nay.

REVIEW AND APPROVAL OF WORKERS COMPENSATION GAP INSURANCE RENEWAL

Dennis Burkhardt made a motion, seconded by Ken Blank, to approve the 2020 Worker's Compensation GAP insurance renewal rate of \$9,367.00 per year. Motion passed with a roll call vote as follows: Bill Haas aye; Ken Blank aye; Robert Hennessy aye; Dennis Burkhardt aye; Craig Warning aye.

APPROVAL TO BID ENGINE SPECIFICATIONS

We have received specifications for a 2020 fire engine from Pierce Manufacturing. The approximate cost of this engine would be \$582,438.00. This engine would be built under their BMP, which is considered a stock engine, and would have a build time of eight months.

Craig Warning made a motion, seconded by Dennis Burkhardt to approve the bidding process for this engine. Motion passed with a roll call vote as follows: Bill Haas aye; Ken Blank aye; Robert Hennessy aye; Dennis Burkhardt aye; Craig Warning aye.

APPROVAL TO BID AMBULANCE RE-MOUNT SPECIFICATIONS

We have received ambulance re-mount specifications from Alexis Fire. The approximate cost for this project is \$138,090.00. The body module from the 2007 International ambulance will be remounted on the new 2021 Freightliner chassis that is scheduled to be received in June 2020.

Dennis Burkhardt made a motion, seconded by Robert Hennessy to approve the bidding process for this ambulance re-mount. Motion passed with a roll call vote as follows: Bill Haas aye; Ken Blank aye; Robert Hennessy aye; Dennis Burkhardt aye; Craig Warning aye.

REVIEW AND APPROVAL TO PURCHASE REPLACEMENT CARDIAC MONITORS

The District needs to replace four Zoll series cardiac monitors for the ambulances and four Zoll AED's for our fire apparatus due to FDA's announcement in September 2019 regarding the discontinuation of all cardiac monitors that do not meet the new premarket approval by February 2021. This also includes any accessories or service to our existing cardiac monitors. The cost for the cardiac monitors and AED's is approximately \$141,204.88. We have submitted two grants to FEMA for the purchase of these items; however, at this time, we do not know if we will receive the grant.

Ken Blank made a motion, seconded by Dennis Burkhardt, to purchase four Zoll series cardiac monitors and four Zoll AED's. Motion passed with a roll call vote as follows: Bill Haas aye; Ken Blank aye; Robert Hennessy aye; Dennis Burkhardt aye; Craig Warning aye.

REVIEW AND APPROVAL TO PURCHASE 800Mhz PORTABLE AND MOBILE RADIOS

Robert Hennessy made a motion, seconded by Dennis Burkhardt, to purchase 22 800Mhz portable radios. Motion passed with a roll call vote as follows: Bill Haas aye; Ken Blank aye; Robert Hennessy aye; Dennis Burkhardt aye; Craig Warning aye.

These radios will replace our outdated radios that are no longer supported by Motorola.

APPROVAL TO FINANCE THE PURCHASE OF ENGINE, AMBULANCE RE-MOUNT, CARDIAC MONITORS AND 800MHZ PORTABLE AND MOBILE RADIOS

The District has been working with US Bancorp for the financing of the engine, ambulance re-mount, cardiac monitors and 800Mhz radios. The loan would for \$1,046,000.00 for seven years at 2.36%. The annual payment would be \$162,562.00 and there are no pre-payment penalties.

Dennis Burkhardt made a motion, seconded by Craig Warning, to approve the above financing through US Bancorp. Motion passed with a roll call vote as follows: Bill Haas aye; Ken Blank aye; Robert Hennessy aye; Dennis Burkhardt aye; Craig Warning aye.

REVIEW AND APPROVE VOIP PHONE SERVICE PROVIDER

Dennis Burkhardt made a motion, seconded by Robert Hennessy, to approve the VOIP phone service contract with Rival 5 for \$594.84 per month. Motion passed with a roll call vote as follows: Bill Haas aye; Ken Blank aye; Robert Hennessy aye; Dennis Burkhardt aye; Craig Warning aye.

REVIEW AND APPROVAL OF FY 2020 TENTATIVE BUDGET

CPA James Howard with Gov Accounting, LLC, went over the FY21 proposed budget. A/C Cirelli then went over the budget narrative.

Dennis Burkhardt made a motion, seconded by Robert Hennessy, to approve the FY21 tentative budget as presented. Motion passed with a roll call vote as follows: Bill Haas aye; Ken Blank aye; Robert Hennessy aye; Dennis Burkhardt aye; Craig Warning aye.

CLOSED SESSION

Ken Blank made a motion, seconded by Dennis Burkhardt, to enter Closed Session at 8:30 PM to discuss personnel matters, possible litigation and the Fire Marshal position. Motion passed with all ayes.

The Board returned to Open Session at 8:47 PM.

ACTION UPON CLOSED SESSION IF REQUIRED

None

ADJOURNMENT

Meeting was adjourned at 8:48 PM after a motion by Robert Hennessy.



Robert Hennessy  
Secretary, Board of Trustees

Recording Secretary:  
Nancy Feigel