



Mokena Fire Protection District

MOKENA FIRE PROTECTION DISTRICT TRUSTEES' MEETING APRIL 10, 2018

The regular meeting of the Mokena Fire Protection District was held on Tuesday, April 10, 2018 at Mokena Fire Station #1 at 7:00 PM.

Present: President William Haas, Treasurer Ken Blank, 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

Visitor: Lt. Erik Moeller

MINUTES OF PREVIOUS MEETING, CORRECTIONS, APPROVAL

Ken Lenz made a motion, seconded by Robert Hennessy, to approve the minutes of the March 13, 2018. Motion passed with all ayes.

PUBLIC COMMENTS

None

UNION REPORT

Erik Moeller, vice president of Local 4270, reported that everything is going well at this time.

TREASURER'S REPORT

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

Ken Lenz made a motion, seconded by Ken Blank, to pay the monthly bills in the amount of \$152,527.19 as presented. Motion passed with all ayes.

TRUSTEES' REPORT

Bill Haas has looked at Lt. Mark Sickles' vehicle and feels it needs to be replaced soon.

Bill Haas received a quote of \$780.00 for installing one slab of granite and mounting two stones on it; the 25th anniversary stone and Chief Robert Rust memorial stone. Robert Hennessy made a motion, seconded by Craig Warning, to have the stones mounted for \$780.00. Motion passed with all ayes.

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

Established 1883
Organized 1917



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

CALENDAR AND CHECKLIST

Everyone has filed their Economic Interest Statement.

The budget will be presented at the May Trustee meeting.

Our Worker's Compensation renewal will be discussed later in the meeting.

ASSISTANT CHIEF CAMPBELL'S REPORT

During a routine inspection of Engine 91, the U bolts that secure the rear axle were found loose and the axle shifted to the passenger side of the engine. The driver side mounting bolts for the fire pump module were also sheared off. The engine was sent to Chandler Services for repair. The engine was out of service for approximately one week.

We are in contact with Pierce and discussing the repair options for the corrosion issues with the truck. Chief Stephens is looking for direction from the Board on the maximum amount we will pay Pierce to fix the corrosion issues. After much discussion, the Board agreed to pay no more than \$70,000.00.

Midwest Environmental performed routine maintenance on the bay heaters at Station 3 and also repaired the center bay heater at Station 1.

Twin Supplies has started to update the light fixtures at the stations. This project will take approximately three weeks to complete.

The Nederman exhaust systems at Station 1 and Station 3 are being updated. This change will help reduce turnout times by relocating some of the apparatus. The Trustees have no objection to this.

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

ASSISTANT CHIEF CIRELLI'S REPORT

Laraway Dispatch has been addressing several issues relating to the dispatcher's radio equipment and staffing. They are in the process of hiring additional dispatchers and cross training the current dispatchers. We actively participate in the Operations committee as well as the Training Committee.

A/C Cirelli attended a meeting in Homer Glen on April 4 where public safety and public education was discussed.

There is currently one employee out on a duty-related injury.

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

The Spring Senior's Luncheon will be held on May 14. A pharmacist will be presenting information on medication interactions.

Crews are participating in a joint live fire training with the Frankfort Fire Protection District this week.

The Board approved the following class requests:

Brian Crabtree	Philosophies of World Religions (higher education)
Brian Crabtree	English Composition (higher education)
Brian Crabtree	Algebra 1 (higher education)
Brian Crabtree	Critical Thinking (higher education)
Brian Crabtree	Fire Behavior & Combustion (higher education)
Tim Boomsma	Blue Card
Bob McNellis	Hazardous Materials Incident Management System
Bob McNellis	Youth Fire Setter Intervention
Mike Hullinger	Youth Fire Setter Intervention

A/C Cirelli reviewed three proposals for the FY2019 tentative budget:

- Option 1 would be absorbing the cost of the truck repair and would put the MFPD \$35,000 in the red.
- Option 2 would incur getting a loan for the truck repair and would leave the MFPD with \$22,600 surplus.
- Option 3 would be absorbing the cost of the truck repair and would leave the MFPD with a more balanced budget. This option would only be possible if the ambulance billing for residents was increased to match the non-residents. We would continue to only accept insurance payments for residents and accept nothing out of pocket.

After a long discussion, the Trustees agree to Option 3.

The revised ambulance billing ordinance will be an agenda item at the May Trustee meeting.

CHIEF'S REPORT

The FY2017 ambulance billing data was reviewed.

Chief Stephens, A/C Cirelli and A/C Campbell will be attending the Village of Orland Park Strategic Planning meeting on April 26, 2018.

Letters received this month:

- A letter was received from the Fire Chief of Homer Township FPD for our assistance at a Tanker Box Alarm.
- A thank you email was received from residents expressing their appreciation for the first aid class they recently attended taught by Tom Murray.
- A thank you note was received from the PFC Aaron Toppen Foundation Motorcycle Committee for our role in their recent motorcycle run.

Newspaper articles this month:

- Mokena Messenger published our February calls for service.

The Trustees reviewed the monthly alarm reports for March.

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

ADOPT ORDINANCE #2018-3 – A CORRECTION OF THE SCRIVENERS ERROR FOR THE 2017 TAX LEVY

Robert Hennessy made a motion, seconded by Ken Blank, to accept Ordinance 2018-3, retroactive to March 13, 2018, *an amended ordinance for the levying and assessing of taxes for the Mokena Fire Protection District in the Counties of Will and Cook and State of Illinois for 2017*. Motion passed with a roll call vote as follows: William Haas aye; Robert Hennessy aye; Craig Warning aye; Ken Lenz aye; Ken Blank aye.

WORKER COMPENSATION RENEWAL

The 2018 Worker's Compensation Insurance proposed renewal rate is \$259,060. The annual IPRF grant funds available in 2017 are \$17,038; this is earmarked for the STRYKER Power Load system for Ambulance 17-07. Ken Blank made a motion, seconded by Ken Lenz, to accept this proposal. Motion carried with a roll call vote as follows: William Haas aye; Robert Hennessy aye; Craig Warning aye; Ken Lenz aye; Ken Blank aye.

APPROVAL OF A THIRD PARTY PAYROLL PROGRAM

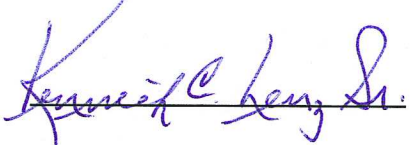
The Trustees approve hiring Howard Simon and Associates to provide the bi-weekly payroll, secure online access for all employees, employee W4 and bank routing self service center, federal and state payroll filing, annual W2 preparation and filing at an annual cost of \$3,557.29. Their services will begin June 1, 2018.

APPROVAL OF A THIRD PARTY ACCOUNTING REVIEW AND PROGRAM CHANGE

The Trustees agree to hire James R. Howard, CPA from Gov Accounting LLC for monthly accounting review, Fiscal Year end reporting and audit preparation, as well as W2 review. Their services will begin on June 1, 2018.

ADJOURNMENT

Meeting was adjourned at 9:03 PM after a motion by Robert Hennessy.

 , SECRETARY PRO-TEM

Robert Hennessy
Secretary, Board of Trustees

Recording Secretary:
Nancy Feigel