

**MOKENA FIRE PROTECTION DISTRICT
TRUSTEES' MEETING
MARCH 14, 2017**

The regular meeting of the Mokena Fire Protection District was held on Tuesday, March 14, 2017 at Mokena Fire Station #1 at 7:00 PM.

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

MINUTES OF PREVIOUS MEETING, CORRECTIONS, APPROVAL

Ken Lenz made a motion, seconded by Ken Blank, to accept the minutes of the February 14, 2017 Trustee meeting. Motion passed with all ayes.

Craig Warning made a motion, seconded by Bob Hennessy, to accept the minutes of the February 14, 2017 Closed Session Trustee meeting. Motion passed with all ayes.

PUBLIC COMMENTS

None

TREASURER'S REPORT

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

Craig Warning made a motion, seconded by Ken Blank, to pay the monthly bills in the amount of \$112,628.40 as presented. Motion passed with all ayes.

TRUSTEES' REPORT

Trustee Hennessy appreciates that the Calendar and Checklist is now included in the Trustee packet.

CALENDAR AND CHECKLIST

The names of those required to file Economic Interest Statements has been filed with the County Clerk. These will need to be filed with the Office of the County Clerk.

The budgetary process is currently being worked on.

ASSISTANT CHIEF CAMPBELL'S REPORT

Ambulance 93 (17-07) pitman arm and steering gear have been replaced by Rush Truck Center and should be back in service by the end of the week.

A Better Door and Window came out to evaluate our windows at Station 1 and 2. The windows at Station 1 need the loose mullion trim replaced and caulked. The parts have been ordered for this. Some of the windows at Station 2 have had sashes, hardware and caulking repaired.

The new Freightliner chassis from Northwest has been ordered and is expected to be delivered to Alexis Fire in the last week of May. Alexis Fire is looking to start the remount project in April; a loaner will be received from Alexis during this time.

On February 22, we responded to a fatal accident involving a forklift. MFPD worked with the Will County Police Department, Will County Coroner, Will County Building Department and OSHA to secure the scene and resolve the matter.

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

ASSISTANT CHIEF CIRELLI'S REPORT

The accreditation hearing will be held March 21-23 in Anaheim, California.

A Laraway Communications Center meeting was held on February 22, where the organization was officially formed. Mayor Tim Balderman of New Lenox was elected as the chairman of the executive board. The subcommittees and working groups are in the process of scheduling work sessions. The construction of the facility is moving along quickly.

As previously discussed, threats towards first responders continue to be a concern; in addition, the prospect of responding to an active shooter incident remains elevated. The possibility of bullet proof vests has been researched and analyzed.

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

Discussed the proposed workspace plans for Station #1's radio room that the Training Coordinator and EMS Coordinator have proposed. The Trustees have no objection to this.

A tabletop exercise was conducted with Exxon Mobile and the MFPD on March 14.

The Board approved the following class requests:

Ryan Bennett	Vehicle & Machinery Technician
Mike Dreger	Vehicle & Machinery Technician

Congratulations to Stewart Romadka who earned his Hazardous Materials Incident Command certification.

CHIEF'S REPORT

The FY2017 ambulance billing data was reviewed.

Fire Commissioner Rick Barz's current three-year appointment will expire in June 2017. There were no objections from the Board to re-appoint Rick for another three year term. This will take place at the May 9 Trustee meeting.

The present balance on the Pension payoff of the previous Tax Levy allocation is \$178,741.37. Based on this fiscal year's projected carryover of funds, the Trustees have no objection to the District paying \$200,000.00 toward the Pension in May 2017. This will free up funds in the upcoming fiscal year operational budget.

The Trustee packets will be available on the Monday prior to the actual Trustee meeting, minus the financial information. The Calendar and Checklist will also be included monthly.

An update on the 100th anniversary celebration was given.

We have received a 100 year proclamation from the Will County Board and the Will County Executive.

Newspaper articles this month:

- The Mokena Messenger published the MFPD's calls of service for January.
- The Village of Mokena newsletter included information regarding our 100 year anniversary.
- The Mokena Chamber of Commerce's 2017 Community Resource Guide had a very informative article on the history of the MFPD and our 100 year anniversary.

The Trustees reviewed the monthly alarm reports for February.

Seven Customer Satisfaction Surveys received in the past month were shared with the Board. One survey included a donation of \$100.00.

REVIEW AND ADOPT STANDARD OF COVERAGE DOCUMENT

The Trustees have reviewed the Standard of Coverage document; a few grammatical changes were made. Bob Hennessy made a motion, seconded by Ken Lenz, to approve the updated Standard of Coverage document with the changes made. Motion passed with all ayes.

APPROVAL OF AUTO-AID AGREEMENT WITH ORLAND FIRE PROTECTION DISTRICT

Bob Hennessy made a motion, seconded by Ken Blank, to approve an updated auto-aid agreement with Orland Fire Protection District. Motion passed with all ayes.

CLOSED SESSION

Craig Warning made a motion at 7:40 PM, seconded by Bob Hennessy, to enter into Closed Session to review the Administrative Assistant Benefit Packages and review Local 4270 benefits proposal. Motion passed with all ayes.

The Board returned to Open Session at 8:09 PM.

POSSIBLE ACTION ON CLOSED SESSION

None

ADJOURNMENT

Meeting was adjourned at 8:10 PM after a motion by Bob Hennessy.

Robert Hennessy
Secretary, Board of Trustees

Recording Secretary:
Nancy Feigel