



Mokena Fire Protection District

MOKENA FIRE PROTECTION DISTRICT TRUSTEES' MEETING JUNE 8, 2021

The regular meeting of the Mokena Fire Protection District was held on Tuesday, June 8, 2021, at Mokena Fire Station #1 at 7:00 PM.

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

Absent: Chief Howard Stephens

MINUTES OF PREVIOUS MEETING, CORRECTIONS, APPROVAL

Robert Hennessy made a motion, seconded by Craig Warning, to approve the minutes of the May 11, 2021, Trustee meeting. Motion passed with all ayes.

Craig Warning made a motion, seconded by Robert Hennessy, to approve the minutes of the May 11, 2021, 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. Motion passed with all ayes.

Dennis Burkhardt made a motion, seconded by Robert Hennessy, to pay the monthly bills in the amount of \$152,343.29 as presented. Motion passed with all ayes.

TRUSTEES' REPORT

None

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

The posting of the tentative budget and public hearing on the budget will be published on June 10, 2021.

The review of insurance coverages and the review of closed session minutes are agenda items later in the meeting.

ASSISTANT CHIEF CAMPBELL'S REPORT

Alexis Fire brought the new ambulance remount to Mokena on May 26 for the final inspection, where it was discovered that there was a rear differential leak. The ambulance was sent to the Freightliner dealer in Shorewood for repair. The maintenance division is now doing their inspection on it.

The new Pierce engine went into service on May 24. A special thanks to all the Mokena personnel that contributed to making this a success.

Tinley Park Fire Department and Oak Forest Fire Department have received the 2022 maintenance program price list. Both departments have completed two years of the five-year maintenance Intergovernmental Agreement.

ITR Systems is in the process of completing Phase 2 of the Honeywell Access Control system which includes all the remaining exterior doors at Station 1, 2 and 3.

MECO Roofing has repaired the roofs and gutters to Station 1 and 2 from the damage suffered from February's snow and ice storm.

EMS Division scheduled Illinois Department of Public Health (IDPH) to come out and inspect all the ambulances and the new engine. They have all passed inspection. EMS division is in the process of inspecting all non-transport vehicles and the appropriate paperwork will then be submitted to IDPH.

Aire One was at Station 1 for two days to perform the annual testing and inspection on our self-contained breathing apparatus. They have all passed.

The June training calendar was reviewed by the Board.

The Board approved the following Class Requests:

- Stewart Romadka Watercraft Technician
- Thomas Murray Inspector 2

ASSISTANT CHIEF CIRELLI'S REPORT

A third-party consultant team has been contracted by Laraway Communications Center (LCC) to assess and provide strategic recommendations to the executive board. These recommendations are expected to focus on operations, human factors, and facility/infrastructure. We are hopeful that there will be actionable recommendation delivered to the executive board.

LCC has also contracted with a vendor to perform Quality Assurance (QA) on random and high-risk/value incidents. The QA process is designed to look at multiple facets of the call handling cycle, including time to pick up, EMD provided and resource notification and deployment. We have configured our records management system to automatically email a request for QA on any structure fire, gunshot victim, drowning or full arrest.

We are assembling the necessary paperwork and exhibits for the upcoming audit.

We intend on providing recommended budget adjustments at the July meeting.

Lt. Hug's retirement open house will take place on June 28 from 2:00-4:00 pm.

Lt. Kavanagh has submitted all the necessary paperwork to retire effective July 12, 2021.

The treadmill at Station 1 is approximately 13 years old and was purchased as a refurbished model for \$4,650. This treadmill has required repair over the past few years and is currently out of service. We are awaiting a repair company to assess and provide a quote on repair.

The Homer Glen Public Services and Safety committee meetings have been cancelled the last few months.

We have been made aware that the Fourth of July parade will take place as in previous years. The fireworks display will take place at the Ozinga site as they did last year. Details of both events are still being worked out.

The Trustees reviewed the May code enforcement reports and the community risk reduction surveys.

CHIEF'S REPORT (as presented by A.C. Cirelli)

The current Fire Recovery billing spreadsheets were reviewed.

A discussion ensued on the possibility of holding the annual Pancake Breakfast/Open House. This event is held in conjunction with the Mokena Lions Club and is presently planned for Sunday, October 3. The Trustees were all in agreement that this event should take place.

Trustees reviewed the monthly alarm reports for May.

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

REVIEW OF CLOSED SESSION MINUTES

Ken Blank made a motion, seconded by Dennis Burkhardt, to not release any Closed Session minutes at this time. Motion passed with all ayes.

REVIEW OF CLOSED SESSION VERBATIM RECORDINGS

Robert Hennessy made a motion, seconded by Dennis Burkhardt, to destroy the following closed session verbatim recordings: 6/11/2019, 7/9/2019, 8/13/2019 and 9/10/19. Motion passed with all ayes.

REVIEW AND APPROVE LIABILITY INSURANCE

Dennis Burkhardt made a motion, seconded by Ken Blank, to approve the Emergency Services Insurance Program liability insurance for \$73,050/year. Motion passed with all ayes.

Craig Warning made a motion, seconded by Dennis Burkhardt, to approve the HISCOX Cyber liability insurance of \$3,736/year. Motion passed with all ayes.

Robert Hennessy made a motion, seconded by Craig Warning, to approve the Provident A&S Gap worker's compensation insurance for \$13,893/year. Motion passed with all ayes.

PROMOTION TO LIEUTENANT

As a result of the retirement of Thomas Hug, there will be a vacancy in the rank of Lieutenant. The Board of Fire Commissioners have approved and signed a Certificate of Appointment for Eric Kobialko.

Ken Blank made a motion, seconded by Dennis Burkhardt, to approve the promotion of Eric Kobialko to Lieutenant. Motion passed with all ayes. This promotion will become effective July 1, 2021, at 07:00 hours.

PROMOTION TO ENGINEER

As a result of the promotion of Eric Kobialko, there will be a vacancy in the rank of Engineer. The Board of Fire Commissioners have approved and signed a Certificate of Appointment for Scott Bukowski.

Robert Hennessy made a motion, seconded by Dennis Burkhardt, to approve the promotion of Scott Bukowski to Engineer. Motion passed with all ayes. This promotion will become effective July 1, 2021, at 07:00 hours.

APPROVE SERVICE DOOR/HANDSET REPAIR(S)

The southeast entrance door and door frame at Station 2 needs to be replaced due to age, at an approximate cost of \$3530.00. Station 1 has two doors that need handset repairs. Parts from the handset from the old door at Station 2 may be able to be used. If unable to use the handset parts, the additional cost will be approximately \$950.00.

Dennis Burkhardt made a motion, seconded by Robert Hennessy, to approve the above. Motion passed with all ayes.

CLOSED SESSION

Robert Hennessy made a motion, seconded by Craig Warning, to enter Closed Session at 7:45 PM to discuss personnel issues. Motion passed with all ayes.

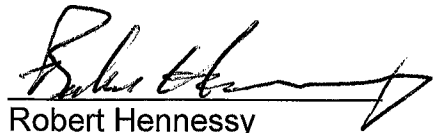
The Board returned to Open Session at 7:57 PM.

ACTION UPON CLOSED SESSION IF REQUIRED

Robert Hennessy made a motion, seconded by Dennis Burkhardt, to begin the process to promote one Lieutenant and one Engineer. Motion passed with all ayes.

ADJOURNMENT

Meeting was adjourned at 7:59 PM after a motion by Robert Hennessy.



Robert Hennessy
Secretary, Board of Trustees

Recording Secretary:
Nancy Feigel