

# Mokena Fire Protection District



## MOKENA FIRE PROTECTION DISTRICT TRUSTEES' MEETING JANUARY 8, 2019

The regular meeting of the Mokena Fire Protection District was held on Tuesday, January 8, 2019 at Mokena Fire Station #1 at 7:00 PM.

Emergency 9-1-1

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

**Absent:** Secretary Robert Hennessy

Ken Lenz was appointed Secretary Pro-Tem

### ANNOUNCEMENT OF COLORING CONTEST AND ESSAY CONTEST WINNERS

The Mokena Fire Protection District, in conjunction with the schools in our District, recently held a coloring contest for 1<sup>st</sup> grade students and an essay contest for 5<sup>th</sup> grade students. Chief Stephens presented the three top winners certificates from the District and gift cards that were donated by FNBC and Old Plank Trail Bank. The 1<sup>st</sup> place winners will also receive a ride to school in a fire truck in the spring.

#### Coloring Contest Winners:

1<sup>st</sup> Place – Emma Matelski  
Runner-Up – Mason Jones  
Runner-Up – Autumn Priestman

#### Essay Contest Winners:

1<sup>st</sup> Place – Matthew Pilon  
Runner-Up – Allison LoChirco  
Runner-Up – Drew Barron

A short break was taken for refreshments. The meeting resumed at 7:25 p.m.

### MINUTES OF PREVIOUS MEETING, CORRECTIONS, APPROVAL

Ken Lenz made a motion, seconded by Ken Blank, to approve the minutes of the December 11, 2018 Trustee meeting. Motion passed with all ayes.

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*



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

PUBLIC COMMENTS

None

UNION REPORT

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.

Ken Blank made a motion, seconded by Craig Warning, to pay the monthly bills in the amount of \$161,121.66 as presented. Motion passed with all ayes.

TRUSTEES' REPORT

None

CALENDAR AND CHECKLIST

The certificate of exempt property has been filed with the County Supervisor of Assessments.

The notice of regularly scheduled Board meetings for 2019 has been posted.

ASSISTANT CHIEF CAMPBELL'S REPORT

A/C Campbell and Firefighter Adam Meyer went to Pierce on January 3, 2019 to inspect the repairs on the truck. After a thorough review, there are a few outstanding items that Pierce will be addressing in the next few weeks.

Ambulance 91 (Freightliner) front and rear brakes have been replaced.

Ambulance 94 (International) went to Chandler Services for service on a head gasket that had failed. The ambulance was out of service for approximately one week and is now back in service.

We have received the final Stryker Power Load that will be installed on Ambulance 94. Once this is installed, all four ambulances will be equipped with this system.

Congratulations to Engineer Boomsma on receiving his Fire Office 1 certificate.

The January training calendar was reviewed by the Board.

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

#### ASSISTANT CHIEF CIRELLI'S REPORT

Denise Pavlik, the new executive director of Laraway Communications Center, was in attendance, and introduced herself to the Trustees. The Chiefs had met with Director Pavlik on January 7 to discuss the future of Laraway Communications Center and their expected outcomes.

We have experienced intermittent issues with the VHF radio system for the past year, creating outages and resulting in the need for alternative dispatching procedures. Will County has commissioned a county-wide 800 mhz radio system that is owned, managed and maintained by Will County EMA. This system includes many built-in redundancies and provides our service area with good coverage. Will County EMA has reserved space on the radio system for the Lincoln-Way group to utilize and has patched the radio systems together, allowing talk/receive to occur on both systems. This has allowed the use of the Will County radio system to be used for paging, which alters the fire stations and crews. To leverage the capability of the new radio systems, we have purchased 10 dual-band pagers, allowing alerting on either VHF or 800 mhz. This will replace about half of our pagers, allowing the crews to be paged out through the 800 mhz system. In the unlikely event of a failure with the 800 system, crews can turn to the VHF system for alerting. Half of the pagers will be purchased this fiscal year; the remaining in the next fiscal year.

There was no Homer Glen Public Services and Safety committee meeting in January due to the New Year holiday.

We currently have two employees out on reported duty-related injuries.

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

#### CHIEF'S REPORT

The FY2018 ambulance billing data was reviewed.

The Mokena Miracles assisted three local families with various necessary items for Christmas.

This year the District collected Christmas toys for donations to local organizations. The Frankfort Township Food Pantry, My Joyful Heart, Journey Pregnancy and Life Hub, Lincoln-Way Special Recreation Association and Mokena Elementary Schools each received a van full of toys. A special thank you to Kathy Ferraro for organizing this very successful toy drive.

The Trustees have no objection to a Standing Operating Guideline which addresses upcoming retirements and a retirement plaque to indicate those who have served at least 20 years of full-time service with MFPD and then have retired.

As recommended by the Board of Trustees, the Fire Commissioners have been trained on the current Sexual Harassment Policy at their last meeting.

The Fire Commissioners met on January 7, 2019 to temporarily appoint Tim Boomsma to the rank of Lieutenant; not to exceed 180 days. This temporary appointment will be effective on January 14, 2019 and is needed due to a Lieutenant off on Worker's Compensation.

The Fire Commissioners met on January 7, 2019 to temporarily appoint Pete Cantore to the rank of Engineer; not to exceed 180 days. This temporary appointment will be effective on January 14, 2019 and is needed due to a Lieutenant off on Worker's Compensation.

Letters received this month:

- A thank you letter was received from My Joyful Heart for the donation of toys from the community.
- A thank you note was received from Mokena Elementary School for the donation of toys from the community.
- Journey Pregnancy & Life Hub posted a thank you note on their Facebook page for the donation of toys from the community.
- A thank you letter was received from the Director of Youth Ministry at St. Mary's for participating in their recent Trunk-or-Treat.
- A thank you letter was received from the Chamber of Commerce for participating in the Christmas Fest parade.
- A thank you letter was received from Grant Park FD for assisting them with their multi-alarm fire on December 4, 2018.
- A thank you card and donation was received from Schillings Brothers Lumber of Illinois.

Newspaper articles this month:

- Articles were published in the Mokena Messenger regarding our November calls for service, CPR class and Chief Stephens Year in Review.

The Trustees reviewed the monthly alarm reports for December.

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

#### REVIEW AND APPROVAL OF VILLAGE OF ORLAND PARK WATER USE IGA

Ken Blank made a motion, seconded by Ken Lenz, to approve the Intergovernmental Agreement between the Village of Orland Park, Cook and Will Counties, Illinois, and Mokena Fire Protection District, Will County, Illinois, providing for use of fire hydrants for training and firefighting purposes. Motion passed with all ayes.

#### ADOPT REVISED FINANCIAL RESOURCE MANUAL

Craig Warning made a motion, seconded by Ken Blank, to adopt the Revised Financial Resource Manual. Motion passed with all ayes.

#### ADOPT REVISED PURCHASING POLICY

Ken Blank made a motion, seconded by Ken Lenz, to adopt the revised Purchasing Policy. Motion passed with all ayes.

#### CLOSED SESSION

Ken Lenz made a motion, seconded by Ken Blank, to enter into Closed Session at 8:25 PM. Motion passed with all ayes.

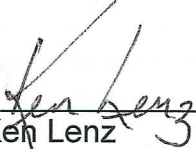
The Board returned to Open Session at 8:42 PM.

#### ACTION ON CLOSED SESSION IF NECESSARY

None

ADJOURNMENT

Meeting was adjourned at 8:43 PM after a motion by Ken Blank.

  
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Ken Lenz  
Secretary Pro-Tem, Board of Trustees

Recording Secretary:  
Nancy Feigel