



Mokena Fire Protection District

MOKENA FIRE PROTECTION DISTRICT TRUSTEES' MEETING JUNE 9, 2020

The regular meeting of the Mokena Fire Protection District was held on Tuesday, June 9, 2020 at Mokena Fire Station #1 at 7:00 PM.

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

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



MINUTES OF PREVIOUS MEETING, CORRECTIONS, APPROVAL

Robert Hennessy made a motion, seconded by Dennis Burkhardt, to approve the minutes of the May 12, 2020 Trustee meeting. Motion passed with all ayes.

Dennis Burkhardt made a motion, seconded by Craig Warning, to approve the minutes of the May 12, 2020 Closed Session meeting. Motion passed with all ayes.

PUBLIC COMMENTS

None

UNION REPORT

None

TREASURER'S REPORT

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

Robert Hennessy made a motion, seconded by Ken Blank, to pay the monthly bills in the amount of \$136,221.63 as presented. Motion passed with all ayes.

TRUSTEES' REPORT

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

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

CALENDAR AND CHECKLIST

The budget hearing will be held at the July 14, 2020 Trustee meeting.

ASSISTANT CHIEF CAMPBELL'S REPORT

A legal notice has been published to accept bids for the purchase of a new fire engine. The bids will be accepted until 11:00 AM on June 15, 2020 and the sealed bids opened at Noon on June 15, 2020. A special meeting of the Board will be held after this date to approve the accepted bid.

Tinley Park Fire Department and Oak Forest Fire Department have approved the 2021 maintenance program price list.

Engine 92 (HME) out of Station 3 will be out of service for approximately two weeks due to an oil leak and a corroded fuel tank. The engine is also being evaluated for other mechanical deficiencies.

The Pierce truck is currently at Chandler Services for a wiring issue.

In response to the COVID19 pandemic, the morning briefs are continuing Monday through Friday. The comprehensive screening of the employees is ongoing as well as thorough cleaning practices.

We have received personal protective equipment from Will County EMA and MABAS 19. We also meet with several local governmental agencies and Smith Crossing weekly via zoom.

On May 20 we responded to a building fire at 9645 Lincolnway Lane; the fire was contained to one unit in the complex due to the activation of the sprinkler system. A/C Cirelli went over the details and our response to the fire.

The June training calendar was reviewed by the Board.

ASSISTANT CHIEF CIRELLI'S REPORT

We have remained active and committed to support Laraway Communications Center (LCC) in improving their provided service levels. Any issues that we have experienced have been reported to LCC through their notification procedure. LCC has been doing an outstanding job during this pandemic.

On May 31st, our region experienced widespread civil unrest. All communities serviced by LCC were impacted in some form. The telecommunicators at LCC did an outstanding job during this very difficult time. The Incident Action Plan for the civil unrest had been shared with the Trustees.

We are assisting Will County 9-1-1 with PremierOne Handheld, a version of CAD designed for mobile devices such as cell phone and tablets. Early testing has been promising.

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

We are beginning to compile the necessary paperwork and records in preparation for the upcoming yearly audit.

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

The Trustees reviewed the May code enforcement reports. All public education activities have been suspended until further notice due to the public health emergency and stay at home order; however, we have been participating in many drive-by celebratory parades and have received very positive feedback.

CHIEF'S REPORT

Chief Stephens thanked the Board for all the well wishes during his recent surgery and recovery.

The FY2020 ambulance billing data was reviewed.

The Prevailing Wage resolution is no longer a requirement although everything else pertaining to the law remains the same.

We are working with several banks to research and secure our Full-Service banking needs. A recommendation will be brought before the Board at the July meeting.

Letters received this month:

- A thank you letter was received from Palos FPD for our assistance on a structure fire.
- We have received many thank you cards and donations during the COVID19 pandemic. A list of these were shared with the Board.

The Trustees reviewed the monthly alarm reports for May.

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

REVIEW OF CLOSED SESSION MINUTES

After a review of the closed session minutes, it was determined that there are none to be released at this time.

REVIEW OF CLOSED SESSION VERBATIM RECORDINGS

Currently there are no verbatim recordings that meet the requirements for destruction.

APPROVAL OF LIABILITY INSURANCE

The Liability insurance, Cyber Liability and Accident & Sickness policies are due for renewal. Craig Warning made a motion, seconded by Robert Hennessy, to approve the renewals 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.

APPROVAL TO MOVE FORWARD WITH AMBULANCE RE-MOUNT

We have received and accepted one bid for the ambulance re-mount from Alexis Fire with an approximate cost of \$138,090. The body module from the 2007 International ambulance will be remounted on the new Freightliner chassis that is scheduled to be received in August 2020.

Robert Hennessy made a motion, seconded by Dennis Burkhardt, to accept the bid from Alexis Fire for the 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.

APPROVE FINAL PAPERWORK FOR EQUIPMENT LOAN

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 2.25%. The annual payment would be \$162,562.00 and there are no pre-payment penalties. If grant money is received for the cardiac monitors and radios, it will go toward the equipment loan.

Craig Warning made a motion, seconded by Ken Blank, to approve the final paperwork for the equipment loan. 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

Dennis Burkhardt made a motion, seconded by Robert Hennessy, to enter Closed Session at 8:21 PM to discuss personnel matters, pending litigation and the Fire Marshal position. Motion passed with all ayes.

The Board returned to Open Session at 8:41 PM.

ACTION UPON CLOSED SESSION IF REQUIRED

None

ADJOURNMENT

Meeting was adjourned at 8:42 PM after a motion by Robert Hennessy.


Robert Hennessy
Secretary, Board of Trustees

Recording Secretary:
Nancy Feigel