

# Mokena Fire Protection District

## MOKENA FIRE PROTECTION DISTRICT TRUSTEES' MEETING NOVEMBER 12, 2019

The regular meeting of the Mokena Fire Protection District was held on Tuesday, November 12, 2019 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 Kathy Ferraro

**Visitors:** Tom Gilbert, John Williams, James Howard

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](http://www.mokenafire.org)

Established 1883  
Organized 1917



### MINUTES OF PREVIOUS MEETING, CORRECTIONS, APPROVAL

Dennis Burkhardt made a motion, seconded by Craig Warning, to approve the minutes of the October 8, 2019 Trustee meeting. Motion passed with all ayes.

Craig Warning made a motion, seconded by Robert Hennessy, to approve the minutes of the October 8, 2019 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.

Dennis Burkhardt made a motion, seconded by Robert Hennessy, to pay the monthly bills in the amount of \$175,454.91 as presented. Motion passed with all ayes.

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

### CALENDAR AND CHECKLIST

The review and approval of the audit is an agenda item later in the meeting.

The review and approval of the Tax Levy is an agenda item later in the meeting.

### REVIEW AND APPROVAL OF ANNUAL AUDIT

John Williams from Hearne & Associates presented and reviewed the annual audit report. John Williams also stated that he was appreciative of Assistant Chief Joe Cirelli and Nancy Feigel for their assistance.

Dennis Burkhardt made a motion, seconded by Bob Hennessey, to approve the FY 2019 Annual Audit as presented. Motion passed with a roll call votes as follows: Bill Haas aye, Ken Blank aye, Robert Hennessey aye, Dennis Burkhardt aye, Craig Warning aye.

### REVIEW AND ADOPT TAX LEVY

Tom Gilbert with Ottosen Britz Kelly Cooper Gilbert & DiNolfo, Ltd. presented Ordinance No. 2019-2, *an 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 2019.*

Craig Warning made a motion, seconded by Bob Hennessey, to approve Tax Levy Ordinance 2019-2 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.

### ASSISTANT CHIEF CAMPBELL'S REPORT

Engine 93 (Alexis/HME) has been placed out of service due to the rear axle being out of alignment. The rear spring hangers have failed three additional times since 2016. The engine was sent to Alexis Fire on October 29, 2019 for further inspection and a possible resolution on the suspension.

Ambulance 94 (International) was out of service due to a faulty injector and a faulty exhaust back flow pressure sensor. The ambulance was repaired by Chandler Services and is now back in service.

Foam Truck 91 (International) was out of service due to a faulty turbocharger. The turbo was replaced by Chandler Services and is now back in service.

Squad 91 (Spartan) had all six tires replaced due to age for approximately \$2,600.00.

APEK came out on November 4<sup>th</sup> and installed gutters on the remaining portion of the roof at Station #1 for \$2,000.

Mokena Fire Protection District participated in a full-scale train derailment exercise with METRA at the Hickory Creek Train Station on October 26, 2019. Mokena Fire collaborated with METRA Police, Mokena Police, Will County EMA, Laraway Communications, TSA and surrounding fire departments.

Mokena Fire Protection District is looking to purchase new extrication tools for Truck 92. This is an agenda item.

The Board approved the following class requests:

Ken Berger	AC Delco Brake, Electrical & AC Diagnostics
Mike Dreger	AC Delco Brake, Electrical & AC Diagnostics
Adam Meyer	AC Delco Brake, Electrical & AC Diagnostics

The November training calendar was reviewed by the Board.

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

#### ASSISTANT CHIEF CIRELLI'S REPORT

We have remained active and committed to support Laraway Dispatch in improving their provided service levels. Any issues that we have experienced have been reported to LCC through their notification procedure. We are working with WESCOM to acquire the necessary data to perform their membership analysis. We have also provided WESCOM and LCC with an NFPA 1221 compliance checklist, so that we have a standardized instrument to measure the PSAPs against.

The Trustees reviewed the 911 Laraway Communications Center (LCC) Directors Briefing to the area Fire District's Trustees.

A/C Cirelli stated that we have received notification from a regional grant, intended to provide replacement radios, was not funded. It is the intent of the area departments to reapply when the grant becomes available again.

We have received notification that the manufacturer of our cardiac monitors will cease to provide service, parts or accessories in February of 2021. We will be applying for a federal grant to support the purchase of four new cardiac monitors, estimated to be approximately \$45,000 each, for a total of \$180,000.

At the June 11, 2019 Board of Trustees meeting we discussed upgrading our records management system through a joint purchase with Frankfort, New Lenox and Manhattan. The approval of the Intergovernmental Agreement for this joint purchase is an agenda item.

A/C Cirelli attended the Homer Glen Public Services and Safety Committee meeting on November 6<sup>th</sup>. We are assisting the Village of Homer Glen in updating their Emergency Operations Plan (EOP).

We currently have one employee out on reported duty-related issues and one employee on unpaid leave.

The written exam to establish the full-time eligibility list was held on Saturday, October 5<sup>th</sup>. The oral interviews, which will be conducted by the Fire Commissioners, will be held on Wednesday, November 13<sup>th</sup>.

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

A/C Cirelli noted that the Mokena Fire Protection District will be participating in the annual Christmas Parade on Saturday, November 23<sup>rd</sup>.

### CHIEF'S REPORT

The FY2019 ambulance billing data was reviewed.

The Mokena Fire Protection District was evaluated by ISO (Insurance Services Office) in late 2018. Mokena Fire Protection District has recently been notified by ISO that we have successfully retained our classification of an ISO Class 1. This renewed ISO classification will become effective January 1, 2020. There are presently only 348 fire departments in the United States, and only twenty-four in Illinois, which have earned the classification of ISO Class 1. This places the Mokena Fire Protection District in the top tier of fire department ISO Classifications across the country. As an internationally Accredited Fire Protection District, as well as ISO Class 1, the Mokena Fire Protection District has proven that it is continually seeking ways to raise the level of service, expectations and professionalism to the stakeholders it serves. Chief Stephens commended Engineer Adam Shefcik, Lt. Mark Sickles, Mokena Water Department,

Orland Water Department and Dispatch Center for guiding and assisting Mokena Fire in the certification process.

Letters received this month:

- A letter was received from the Village of Orland Park congratulating Mokena Fire on accomplishing and continuing their ISO Class 1. They were grateful to be able to assist us in the certification process.
- Two thank you letters were received from residents thanking us for assistance on a call.
- A thank you letter was received from the Catholic Women (CCW) for speaking to their organization at one of their meetings.
- A letter was received from a local company offering tuition for two firefighters to attend Advanced Flammable Liquid Firefighting School.
- A booklet made by the students from Mokena Elementary School was presented to Mokena Fire thanking them for their Fire Prevention Class.

Newspaper articles this month:

Mokena Messenger published the following articles:

- Mokena Fire calls for service for the month of September 2019
- Assistance to Firefighters Grant Program was awarded to the Mokena Fire Protection District. This program is to protect the health and safety of the public and the firefighting personnel against fire and fire-related hazards.
- Mokena Fire retaining their ISO (Insurance Services Office) Classification of Class 1, effective January 1, 2020.
- Mokena Fire participating in a simulated commuter train derailment with Metra and neighboring community emergency teams on October 26, 2019.
- CPR classes being offered by Mokena Fire.
- Pictures and articles on the Mokena Fire & Mokena Lion's Club Pancake Breakfast/Open House on October 6, 2019.

The Trustees reviewed the monthly alarm reports for October.

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

APPROVAL TO PURCHASE UPGRADED EXTRICATION EQUIPMENT

The existing extrication equipment was evaluated, and it was determined that it is time to continue the upgrade process. This portion of the overall plan addresses Truck 92 and upgrades their extrication equipment. We are seeking approval to move forward with this portion of the overall upgrade plan.

Dennis Burkhardt made a motion, seconded by Robert Hennessy, to purchase upgraded extrication equipment. Motion passed with all ayes.

DESIGNATION OF LARAWAY DISPATCH BOARD OF DIRECTORS VOTING REPRESENTATIVES

President Haas is presently the primary recognized voting member and Chief Howard Stephens the alternate recognized voting member to the Laraway Dispatch Board of Directors. Chief Stephens will be out of town for the next Laraway Dispatch Board of Directors meeting scheduled for November 21, 2019.

Dennis Burkhardt made a motion, seconded by Robert Hennessy, to designate Assistant Chief Rick Campbell as the alternate recognized voting member of the Laraway Dispatch Board of Directors. Motion passed with all ayes.

This will be on the agenda at a future meeting to change back to the original configuration.

DESIGNATE PSEBA HEALTH PLAN

The Trustees reviewed and approved a Public Safety Employee Benefits Act (PSEBA) for the Mokena Fire Protection District. The Blue Cross/Blue Shield Health Insurance as well as the Principal Dental Insurance renewal proposal.

Craig Warning made a motion, seconded by Bob Hennessey to approve the PSEBA Health Plan for the Mokena Fire Protection District. Motion passed with all ayes.

REVIEW AND APPROVE IMAGE TREND EMS RECORDS MANAGEMENT SYSTEM (IGA)

The Mokena Fire Protection District is joining with the Frankfort Fire Protection District, New Lenox Fire Protection District and the Manhattan Fire Protection District in an Image Trend Intergovernmental Agreement.

Dennis Burkhardt made a motion, seconded by Craig Warning to approve the Image Trend EMS Records Management System Intergovernmental Agreement. Motion passed with all ayes.

CLOSED SESSION

Robert Hennessy made a motion, seconded by Ken Blank, to enter into Closed Session at 8:47 PM. Motion passed with all ayes.

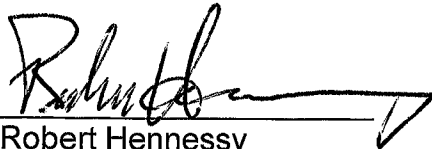
The Board returned to Open Session at 9:05 PM.

ACTION UPON CLOSED SESSION IF REQUIRED

None

ADJOURNMENT

Meeting was adjourned at 9:07 PM after a motion by Robert Hennessy.



Robert Hennessy  
Secretary, Board of Trustees

Recording Secretary:  
Kathy Ferraro