

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

The regular meeting of the Mokena Fire Protection District was held on Tuesday, February 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 Blank made a motion, seconded by Bob Hennessy, to accept the minutes of the January 10, 2017 Trustee meeting. Motion passed with all ayes.

**PUBLIC COMMENTS**

None

**TREASURER'S REPORT**

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

Ken Lenz made a motion, seconded by Craig Warning, to pay the monthly bills in the amount of \$164,387.22 as presented. Motion passed with all ayes. The approval for the ambulance re-chassis is an agenda item later in the meeting.

**TRUSTEES' REPORT**

Trustee Blank inquired if the opticom at the intersection of Wolf Road and Route 30 belongs to us. This opticom is not in our Fire District.

Trustee Lenz questioned if the survey regarding communication between the Board and the Chiefs was a recommendation from the Accreditation site visit. The Chief responded that it was a personal recommendation from the Accreditation team to the Chief and he compiled the survey. The Accreditation team did not have or offer specific questions.

## CALENDAR AND CHECKLIST

The names of those required to file Economic Interest Statements has been filed with the County Clerk.

## ASSISTANT CHIEF CAMPBELL'S REPORT

Engine 93's rear suspension bushings and rear brakes have been replaced by Chandler Services. The engine was down for approximately two weeks and is back in service.

The west bay heater blower motor at Station 3 has been replaced and is back in service.

The septic system at Station 3 was out of service for approximately two weeks due to a UV light that was burned out. During that time Zeiter was out twice to empty the system and it is now back in service. An additional bulb is now kept in stock.

The hydrogen cyanide meters have been purchased and are in service in the front line engines and truck as well as the fire marshal's and chiefs' vehicles.

The Stryker power load system was installed on ambulance 91. A representative from Stryker has trained each shift on this system.

A/C Campbell has contacted Savings Through Efficient Products (STEP) to determine if MFPD would qualify for any energy saving products offered. After meeting with the engineer and doing an assessment of Station 1 and Station 2, it was determined we are qualified to receive some products to help conserve energy.

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

## ASSISTANT CHIEF CIRELLI'S REPORT

The draft copy of the 2017 Standard of Coverage was presented and changes were reviewed.

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

A dispatch stakeholders meeting will be held on February 22 at 6:00 PM at Frankfort Station 3. All of the Lincoln-Way fire agencies have signed and returned the IGA.

The employee who was off due to a duty injury has been cleared to return to work. As a result, the personnel who were temporarily promoted to lieutenant and engineer have returned to their previous ranks.

The Trustees reviewed the January 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.

The Board approved the following class requests:

Brian Crabtree  
Richard Gotter

Illinois Fire Peer Support Training  
FDIC

#### CHIEF'S REPORT

The FY2017 ambulance billing data was reviewed.

The data from the surveys that were completed by four of the Trustees was presented and discussed.

Chief Stephens presently sits on the Will-County ETSB representing the Will-County Fire Chiefs Association. The Trustees have no objection, if nominated, for the Chief to sit as Co-Chairperson of this organization.

The IPRF grant funds in the amount of \$16,851.00 were received to help purchase the Stryker Power-Load for ambulance 91.

A request for financial assistance of \$275.00 has been completed and will be granted based upon the information received.

An update on the 100<sup>th</sup> anniversary celebration was given.

We have received 100 year proclamations from the following: Illinois Office of the State Fire Marshal, Village of Homer Glen and Village of Frankfort. The Village of Mokena is scheduled to make a proclamation at their June 12, 2017 Board meeting.

Newspaper articles this month:

- The Mokena Messenger published articles regarding the coloring and essay contest winners, babysitting class, 100 year anniversary celebration and December calls of service.

Letters received this month:

- A thank you note was received from Todd Newton and family for our prayers and thoughts for Pastor Tom's surgery.
- A thank you note was received from a patient following a car accident.
- A thank you letter was received for the donation of bikes received during the Toys for Tots collection drive.

The Trustees reviewed the monthly alarm reports for January.

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

#### ADOPT MOKENA FIRE MISSION AND VALUES STATEMENT

Bob Hennessy made a motion, seconded by Ken Blank, to adopt the Mokena Fire Protection District Mission and Values Statement as presented. Motion passed with all ayes.

#### APPROVAL OF AMBULANCE RE-CHASSIS

Craig Warning made a motion, seconded by Bob Hennessy, to approve the ambulance re-chassis of the 2006 Horton Ambulance by Alexis Fire at a cost of \$126,989.00. Motion passed with all ayes.

#### REVIEW AND POSSIBLE APPROVAL OF AUDITOR

Ken Blank made a motion, seconded by Bob Hennessy, to approve Hearne & Associates as our auditor for three years. This will be for the fiscal years ending May 31, 2017, 2018, 2019. Motion passed with all ayes.

#### APPROVAL OF AUTO-AID AGREEMENT WITH THE NEW LENOX FPD

Ken Lenz made a motion, seconded by Craig Warning, to approve an updated auto-aid agreement with New Lenox Fire Protection District. Motion passed with all ayes.

APPROVAL OF AUTO-AID AGREEMENT WITH THE HOMER TOWNSHIP FPD

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

CLOSED SESSION

Bob Hennessy made a motion at 8:05 PM, seconded by Craig Warning, to enter into Closed Session to review the Administrative Assistants', Fire Marshal and Assistant Chief Cirelli's benefit packages and review Local 4270 benefits proposal. Motion passed with all ayes.

The Board returned to Open Session at 9:50 PM.

POSSIBLE ACTION ON CLOSED SESSION

None

ADJOURNMENT

Meeting was adjourned at 9:50 PM after a motion by Bob Hennessy.

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Robert Hennessy  
Secretary, Board of Trustees

Recording Secretary:  
Nancy Feigel