

Mokena Fire Protection District

MOKENA FIRE PROTECTION DISTRICT TRUSTEES' MEETING MAY 11, 2021

The regular meeting of the Mokena Fire Protection District was held on Tuesday, May 11, 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, Chief Howard Stephens, Assistant Chief/Deputy Administrator Joe Cirelli, Assistant Chief Rick Campbell, Recording Secretary Nancy Feigel

Visitor: CPA James Howard with Governmental Accounting, Inc., via Zoom

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

Craig Warning made a motion, seconded by Dennis Burkhardt, to approve the minutes of the April 13, 2021 Trustee meeting. Motion passed with all ayes.

Robert Hennessy made a motion, seconded by Ken Blank, to approve the minutes of the April 13, 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. It was noted that our account at FNBC Bank has been closed as there has been no activity for several months.

Dennis Burkhardt made a motion, seconded by Robert Hennessy, to pay the monthly bills in the amount of \$304,316.03 as presented. Motion passed with all ayes.

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

TRUSTEES' REPORT

None

CALENDAR AND CHECKLIST

The report of injuries for the prior year has been posted.

All those required to file Statements of Economic Interest with the County Clerk have done so.

The tentative FY22 budget will be presented later in the meeting.

The appointment of Fire Commissioner has been completed.

ASSISTANT CHIEF CAMPBELL'S REPORT

The final inspection on the new ambulance remount took place on April 19 and Alexis Fire is working on outstanding issues that were found.

Pierce came out on May 3, 4 and 5 and provided an in-service training for the new engine. The Maintenance Division is installing the equipment and radios; the engine will be in service in approximately two weeks.

ITR Systems is in the process of completing phase 2 of the Honeywell Access Control system which includes all the remaining exterior doors at all three stations.

The May training calendar was reviewed by the Board.

The Board approved the following Class Request:

- Tom Murray Fire and Life Safety Educator

ASSISTANT CHIEF CIRELLI'S REPORT

We have remained active with the Laraway Communications Center and Will County 9-1-1.

We are still awaiting word on the Assistance to Firefighters Grants for gear extractor/dryer and the joint regional grant for additional dual-band radios.

The Image Trend Continuum used for accreditation is being configured. We anticipate providing updated reports in the next few months.

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

CHIEF'S REPORT

The FY2021 ambulance billing data was reviewed.

Letters and newspaper articles this month:

- A thank you note was received from a resident for a tour of the station.
- A thank you note was received from a resident for participating in a drive-by birthday parade.
- A thank you note was received from Laraway Communications Center for our gift during National Telecommunicators Week.

Trustees reviewed the monthly alarm reports for April.

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

REVIEW AND APPROVAL OF FY2022 TENTATIVE BUDGET

CPA James Howard with Governmental Accounting (via zoom) presented an overview of the FY2022 tentative budget. He left the meeting at this time.

A/C Cirelli then went over each line item in the tentative budget.

Robert Hennessy made a motion, seconded by Dennis Burkhardt, to approve the FY2022 tentative budget as presented. Motion passed with all ayes.

The final budget will be approved at the July Trustee meeting.

SWEARING IN AND SEATING OF ELECTED OFFICIALS

Chief Stephens swore in William Haas and Kenneth Blank for an additional 6-year term as Trustees and the Oaths of Office were signed.

ELECTION OF OFFICERS

Craig Warning made a motion to nominate William Haas as President of the Board of Trustees. This was seconded by Dennis Burkhardt and passed with all ayes.

Craig Warning made a motion to nominate Robert Hennessy as Secretary of the Board of Trustees. This was seconded by Dennis Burkhardt and passed with all ayes.

Craig Warning made a motion to nominate Ken Blank as Treasurer of the Board of Trustees. This was seconded by Dennis Burkhardt and passed with all ayes.

REVIEW AND APPROVAL OF ASSISTANT FIRE CHIEF CIRELLI'S BENEFIT PACKAGE

Dennis Burkhardt made a motion, seconded by Ken Blank, to approve Assistant Fire Chief Cirelli's benefit package as presented. Motion passed with all ayes.

REVIEW AND APPROVAL OF FIRE MARSHAL SICKLES' BENEFIT PACKAGE

Robert Hennessy made a motion, seconded by Dennis Burkhardt, to approve Fire Marshal Mark Sickles' benefit package as presented. Motion passed with all ayes.

REVIEW AND APPROVAL OF ADMINISTRATIVE ASSISTANT FEIGEL'S BENEFITS PACKAGE

Dennis Burkhardt made a motion, seconded by Craig Warning, to approve Administrative Assistant Nancy Feigel's benefit package as presented. Motion passed with all ayes.

REVIEW AND APPROVAL OF ADMINISTRATIVE ASSISTANT FERRARO'S BENEFITS PACKAGE

Robert Hennessy made a motion, seconded by Dennis Burkhardt, to approve Administrative Assistant Kathy Ferraro's benefit package as presented. Motion passed with all ayes.

DISCUSSION AND POSSIBLE ACTION ON DEFUNDING ONE ASSISTANT FIRE CHIEF POSITION

Craig Warning, made a motion, seconded by Ken Blank, to defund one Assistant Fire Chief position, upon the retirement of Fire Chief Stephens. Motion passed with all ayes.

RE-ALLOCATION OF REMAINING U.S. BANK LOAN FUNDS

After funding the engine, ambulance re-mount, 800 Mhz radios and the cardiac monitors, there is \$57,470.52 left of the originally requested \$1,042,000.00.

Craig Warning made a motion, seconded by Dennis Burkhardt, to allocate US Bank loan funds to purchase 11 AED's for use in utility vehicles and station foyers at a cost of \$16,340.06. Motion passed with all ayes.

Dennis Burkhardt made a motion, seconded by Ken Blank, to allocate US Bank loan funds to purchase the final phase of new extrication equipment for the new engine at a cost of \$36,375.00. This will complete the purchase of extrication tools that have been purchased in a multiyear program. Motion passed with all ayes.

REVIEW AND APPROVE STA. #1 AND STA. #2 ROOF REPAIRS

During the February snow and ice storm, Station 1 and Station 2 suffered some damage to the roofs and gutters. The money received from the insurance company will cover MECO Roofing to repair the damage as well as removing worn out screws on the eave at Station1. Robert Hennessy made a motion, seconded by Ken Blank, to approve MECO Roofing to repair the roofs as stated above. Motion passed with all ayes.

We will need to budget for snow bars to be installed for Station1 and Station 2, which will be approximately \$7,000.00.

CLOSED SESSION

Robert Hennessy made a motion, seconded by Dennis Burkhardt, to enter Closed Session at 8:08 PM to discuss personnel issues. Motion passed with all ayes.

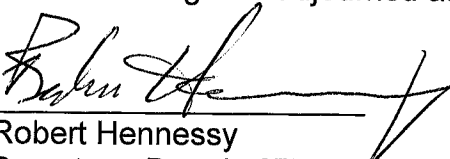
The Board returned to Open Session at 8:19 PM.

ACTION UPON CLOSED SESSION IF REQUIRED

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

ADJOURNMENT

Meeting was adjourned at 8:23 PM after a motion by Robert Hennessy.


Robert Hennessy
Secretary, Board of Trustees

Recording Secretary:
Nancy Feigel