



Mokena Fire Protection District

MOKENA FIRE PROTECTION DISTRICT TRUSTEES' MEETING JUNE 11, 2019

The regular meeting of the Mokena Fire Protection District was held on Tuesday, June 11, 2019 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

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



OATH OF OFFICE FOR TRUSTEE BURKHARDT

Chief Stephens read the Oath of Office of Trustee to Dennis Burkhardt. The Oath of Office was signed by Dennis.

ELECTION OF OFFICERS

Robert Hennessy made a motion, seconded by Craig Warning, to nominate Bill Haas as President of the Board of Trustees. Motion passed with all ayes.

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

Bill Haas made a motion, seconded by Ken Blank, to nominate Robert Hennessy as Secretary of the Board of Trustees. Motion passed with all ayes.

MINUTES OF PREVIOUS MEETING, CORRECTIONS, APPROVAL

Robert Hennessy made a motion, seconded by Craig Warning, to approve the minutes of the May 25, 2019 Trustee meeting. Motion passed with all ayes.

PUBLIC COMMENTS

None

UNION REPORT

None

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

TREASURER'S REPORT

Dennis Burkhardt made a motion, seconded by Robert Hennessy, to accept the Monthly Statement as presented. Motion passed with all ayes.

Craig Warning made a motion, seconded by Ken Blank, to pay the monthly bills in the amount of \$158,785.80 as presented. Motion passed with all ayes.

TRUSTEES' REPORT

The Trustees welcomed Dennis Burkhardt as a new Trustee of the District and thanked him for his service to the community.

Bill Haas thanked all those who helped make Family Fun Day a success.

CALENDAR AND CHECKLIST

The tentative budget has been posted. A hearing for the budget will be held in July.

ASSISTANT CHIEF CAMPBELL'S REPORT

Ambulance 92 went to Chandler Services for a faulty EGR valve cooler. During their inspection it was discovered a transverse torque rod assembly and u-joints needed replacement. Ambulance 92 is now back in service.

Illinois Department of Public Health (IDPH) inspected all the ambulances and they have all passed. The EMS Division has inspected all non-transport vehicles and submitted the paperwork to IDPH.

Lt. Cresto has decided to step down as the EMS coordinator. Thank you to Lt. Cresto for his time and dedication to the EMS division. Congratulations to FF Crabtree as the new EMS coordinator and Engineer Wiencek as the new assistant coordinator.

The Nederman exhaust system in the ambulance bay at Station 3 was damaged due to the ambulance not backing in straight. This accident is being investigated by the Safety Committee.

The June training calendar was reviewed by the Board.

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

Congratulations to Mike Dreger, Mike Laney and Scott Bukowski on receiving their Fire Officer 1 certificates.

Congratulations to A/C Campbell and A/C Cirelli who recently received their Chief Fire Officer Designation.

The Board approved the Class Request Form for A/C Cirelli to attend Fire Service Financial Management course at the National Fire Academy.

ASSISTANT CHIEF CIRELLI'S REPORT

We have remained active and committed to supporting Laraway Dispatch in improving their provided service levels. Any issues that we have experienced have been reported to LCC through their notification procedure.

Chief Stephens received a letter in May from the Director of Communications at Orland FPD Dispatch Center inquiring if the Mokena FPD has any interest in joining their Center. Chief Stephens replied explaining that the MFPD is hopeful that our issues will be addressed at Laraway Dispatch; if not, it is the intention of the Mokena FPD to actively investigate all alternative dispatch options. A similar letter was addressed to the Western Will County Communication Center.

Manhattan Fire Protection District has given their intent to withdraw from LCC. They hope to move to a new dispatch center by February 1, 2020.

The Homer Glen Public Services and Safety committee for June was cancelled.

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

We have been evaluating a new records management system, as our current system, put into service in the 90's, has outlived its life. We are exploring a joint purchase with five other agencies to reduce cost.

We have received notification that we have been awarded a \$5,000 grant from Enbridge Pipeline. Once the funds are received, the grant will be used to upgrade pagers.

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

Family Fun Day was held on June 8. Approximately 500 people enjoyed the activities. Thank you to Kathy Ferraro for organizing the event, Lt. Sickles and Kyle Sickles for cooking and serving the hot dogs, and the shift personnel for their assistance.

A/C Cirelli will be attending a Fire Service Financial Management course at the National Fire Academy in Emmitsburg the end of June.

CHIEF'S REPORT

The FY2019 ambulance billing data was reviewed.

The annual Prevailing Wage resolution requirement is no longer necessary due to the law changing; however, everything else pertaining to the law remains the same.

Letters received this month:

- A thank you letter was received from a resident thanking the District for their assistance on multiple calls.
- A thank you letter was received from the Mokena Library for participating in their community art contest.
- The Laraway Dispatchers sent a thank you for our gift during National Telecommunications week.
- Zenith American Solutions thanked Kathy Ferraro for assisting with scheduling a CPR class at their facility and Tom Murry for a great job teaching the class.

Newspaper articles received this month:

- The Mokena Messenger published articles on Ken Lenz's 20 years of service as a Trustee, April calls of service, Family Fun Day and our annual senior luncheon.
- The Daily Southtown published an article regarding Oak Forest Fire Department extending their fleet maintenance agreement with Mokena FPD.

The Trustees reviewed the monthly alarm reports for May.

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

FY 2019 BUDGET ADJUSTMENTS

A/C Cirelli went over the FY 2019 budget adjustments. Robert Hennessy made a motion, seconded by Craig Warning, to accept the FY 2019 budget adjustments as presented. Motion passed with all ayes.

REVIEW OF CLOSED SESSION MINUTES

Ken Blank made a motion, seconded by Craig Warning, to not release any Closed Session minutes at this time. Motion passed with all ayes.

DESTRUCTION OF VERBATIM RECORDINGS

Ken Blank made a motion, seconded by Robert Hennessy, to destroy the following closed session minutes: 6/13/2017, 10/10/2017, 11/14/2017. Motion passed with a roll call vote as follows: Bill Haas aye; Ken Blank aye; Robert Hennessy aye; Dennis Burkhardt aye; Craig Warning aye.

RENEW LIABILITY INSURANCE

The Liability insurance, Cyber liability and the Accident and Sickness policies are up for renewal. The Emergency Services Insurance Program (ESIP) liability insurance quoted a renewal insurance quote of \$52,974 (increase of 3%) and HISCOX Cyber Liability renewal quote of \$2,714, which is unchanged from the previous year. Craig Warning made a motion, seconded by Dennis Burkhardt, to approve the above policies. Motion passed with all ayes.

FLEET MAINTENANCE AND REPAIR AGREEMENT IGA WITH OAK FOREST FIRE

Dennis Burkhardt made a motion, seconded by Robert Hennessy, to approve the *Intergovernmental Agreement between the Mokena Fire Protection District and the Oak Forest Fire Department for fleet maintenance and repair services*. Motion passed with all ayes. It was noted that the agreement is for five years; however, Exhibit B, service price sheet, may be modified annually by the parties.

CLOSED SESSION

Robert Hennessy made a motion, seconded by Ken Blank, to enter into Closed Session at 7:56 PM. Motion passed with all ayes.

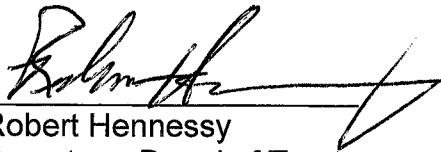
The Board returned to Open Session at 8:31 PM.

ACTION UPON CLOSED SESSION IF REQUIRED

None

ADJOURNMENT

Meeting was adjourned at 8:32 PM after a motion by Robert Hennessy.

A handwritten signature in black ink, appearing to read "Robert Hennessy", written over a horizontal line.

Robert Hennessy
Secretary, Board of Trustees

Recording Secretary:
Nancy Feigel