



Mokena Fire Protection District

MOKENA FIRE PROTECTION DISTRICT TRUSTEES' MEETING JANUARY 12, 2021

The regular meeting of the Mokena Fire Protection District was held on Tuesday, January 12, 2021 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

Dennis Burkhardt made a motion, seconded by Craig Warning, to approve the minutes of the December 8, 2020 Trustee meeting as corrected. Motion passed with all ayes.

Robert Hennessy made a motion, seconded by Ken Blank, to approve the minutes of the December 8, 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 Craig Warning, to accept the Monthly Statement as presented. Motion passed with all ayes. It was noted that approximately 97% of tax money has been received to date.

Robert Hennessy made a motion, seconded by Dennis Burkhardt, to pay the monthly bills in the amount of \$192,238.73 as presented. Motion passed with all ayes.

TRUSTEES' REPORT

The Trustees' wished everyone a Happy New Year!

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

CALENDAR AND CHECKLIST

The certificate of exempt property has been filed with the County Supervisor of Assessments.

The regular scheduled meetings of the Board of Trustees have been posted.

The names of persons required to file an Economic Interest Statement has been filed with the County Clerk.

ASSISTANT CHIEF CAMPBELL'S REPORT

Colman Volunteer Fire Department in Wisconsin took delivery of the 2001 Squad on December 12, 2020 for \$80,000.00.

A discussion ensued on replacing the Fire Marshal's vehicle that was totaled in October. A/C Campbell has gathered information and compared three vehicles: 2021 Equinox, 2021 Trailblazer and 2021 Malibu. The Trustees would like A/C Campbell to finalize the pricing on the 2021 Equinox. The purchase of a vehicle will be an agenda item at the February meeting.

A/C Campbell has received quotes from HOH Technologies, Feil Water and Will County Well for a new water filtration system to improve the water quality at Station 3. The Trustees agreed to have HOH Technologies do the job.

As an extra layer of protection, the District will be purchasing sanitizing mats from Horizon Equipment for each station. The mats will be placed by the interior bay doors leading into the stations. This will help with removing contaminants from boots prior to entering the station.

ITR Systems is in the process of completing Phase 1 of the Honeywell Access Control system. Phase 1 includes:

- Station 1 – vestibule exterior and interior doors, all interior bay doors leading into the station and southwest exterior door.
- Station 2 – all interior bay doors leading into the station, southwest exterior door.
- Station 3 – all interior bay doors leading into the station, north central exterior door.

The January training calendar was reviewed by the Board.

ASSISTANT CHIEF CIRELLI'S REPORT

We have remained active with Laraway Communications Center (LCC) and Will County 9-1-1. The LCC staff who had been out due to COVID have returned. While staffing is not at full strength, the impact from COVID appears to have been mitigated.

We are installing the mobile cellular routers and are waiting on shipment for the replacement radios. We were able to secure pricing at a considerable discount, which will equate to approximately \$20,000 in savings.

We will be purchasing iPads for mobile CAD usage. As discussed in earlier meetings, the use of iPads, rather than replacing the Toughbook mobile computers, will cost approximately \$900 per vehicle, rather than \$6,000.00.

We received notification from Firehouse Subs that our grant application has been denied again. We will continue to submit grants through Firehouse Subs.

We are working with the grant consultant to complete the annual Assistance to Firefighters Grant. We will be requesting funds to purchase a station SCBA fill compressor and a gear washer/dryer.

We will be submitting a grant through the State Fire Marshal for the purchase of spare SCBA facepieces, batteries and radio identifiers. As we were awarded a grant last year, it is very unlikely that we will receive one again this year.

We are beginning preliminary work on the budget for Fiscal Year 2022.

Engineer Shefcik is working on the Annual Compliance Report. The Standard of Cover is being updated. A draft will be available at the February or March meeting.

We currently have one employee out on unpaid leave.

The Trustees reviewed the December code enforcement reports.

In response to our region's increased COVID rates, we have suspended company and 7G inspections and all public education classes. Both Fire Marshals continue to perform inspections.

CHIEF'S REPORT

The FY2020 ambulance billing data was reviewed.

There have been instances where citizens try to disrupt the normal operations of a governmental agency by trying to conduct a "First Amendment Audit" with their video recording on their cell phone. A visitor policy regarding this will be an agenda item at the February meeting.

To date approximately 68% of the staff has received the COVID vaccination.

Letters and newspaper articles this month:

- A thank you note was received from the family of Dennis Benson for the flowers received.
- Mokena Miracles sent a thank you note for the use of department vehicles for their annual gift deliveries.
- The Daily Southtown posted an article regarding pandemic procedures and included the video produced by MFPD on our procedure when responding to COVID patients.

The Trustees reviewed the monthly alarm reports for December.

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

APPROVE REVISED FINANCIAL RESOURCE MANUAL

Robert Hennessy made a motion, seconded by Ken Blank, to approve the revised Financial Resource Manual as presented. Motion passed with all ayes.

APPROVE REVISED PURCHASING POLICY

Ken Blank made a motion, seconded by Dennis Burkhardt, to approve the revised Purchasing Policy as presented. Motion passed with all ayes.

FLEET MAINTENANCE AND REPAIR SERVICES IGA FOR PEOTONE FIRE

Peotone Fire Protection District is interested in having their preventative maintenance performed by the MFPD fleet maintenance division. Robert Hennessy made a motion, seconded by Craig Warning, to approve the Intergovernmental Agreement between the Mokena Fire Protection District and the Peotone Fire Protection District for fleet maintenance and repair services. Motion passed with all ayes.

CLOSED SESSION

Robert Hennessy made a motion, seconded by Dennis Burkhardt, to enter Closed Session at 8:12 PM to discuss personnel matters and pending litigation. Motion passed with all ayes.

The Board returned to Open Session at 8:23 PM.

ACTION UPON CLOSED SESSION IF REQUIRED

The Board of Trustees has received a resignation letter from Justin Bakker.

Dennis Burkhardt made a motion, seconded by Craig Warning, to have the Fire Commissioners begin the hiring process for one additional firefighter off the current full-time list. Motion passed with all ayes. This will bring the total new hires to three, as two hires were approved at the December meeting.

ADJOURNMENT

Meeting was adjourned at 8:36 PM after a motion by Robert Hennessy.



Robert Hennessy
Secretary, Board of Trustees

Recording Secretary:
Nancy Feigel