

**MOKENA FIRE PROTECTION DISTRICT
TRUSTEES' MEETING
OCTOBER 11, 2022**

The regular meeting of the Mokena Fire Protection District was held on Tuesday, October 11, 2022, 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 Joe Cirelli, Assistant Chief Rick Campbell, Recording Secretary Nancy Feigel

Visitor: John Williams with Hearne and Associates, Fire Marshal Tom Murray

MINUTES OF PREVIOUS MEETING, CORRECTIONS, APPROVAL

Dennis Burkhardt made a motion, seconded by Craig Warning, to approve the minutes of the September 13, 2022, Trustee meeting. Motion passed with all ayes.

PUBLIC COMMENTS

None

UNION REPORT

None

REVIEW AND APPROVE ANNUAL AUDIT

John Williams from Hearne & Associates presented and reviewed the annual audit report. Robert Hennessy made a motion, seconded by Dennis Burkhardt, to approve the FY 2022 Annual Audit as presented. Motion passed with all ayes.

John Williams left the meeting at this time.

FINANCE REPORT

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

The cost recovery billing information was reviewed.

APPROVAL OF BILLS

Craig Warning made a motion, seconded by Dennis Burkhardt, to pay the monthly bills in the amount of \$204,261.06 as presented. Motion passed with all ayes.

TRUSTEES' REPORT

The Trustees' expressed their appreciation to all those involved in the recent Pancake Breakfast. Trustee Hennessy, who is a Lion's Club member, stated the Lion's Club was very pleased to work with the Mokena Fire Protection District on this event for the public.

CALENDAR AND CHECKLIST

The annual audit has been completed and will now be filed with the County Clerk.

The annual Treasurer's Statement of Receipts and Disbursements will be published in November.

The annual Tax Levy Ordinance will be taking place in November.

FIRE MARSHAL'S REPORT

Fire Marshal Tom Murray gave a report on new building projects and building expansions in our District.

ASSISTANT CHIEF CAMPBELL'S REPORT

Engine 92 (HME) out of Station 2 was out of service due to a coolant leak in the radiator. Chandler Services replaced the radiator, and the engine is now back in service.

Underwriter Laboratories came out in September and performed the annual inspections on our fire pumps, aerial ladder, and ground ladders. All passed their inspections.

Arco Mechanical was out this month to perform the annual inspection and calibration on the tox alert detectors at Station 3. These detectors are in the apparatus bays and are used to detect high levels of carbon monoxide.

Jack Buss Concrete Construction will be replacing the front walk leading to the main entrance door from the parking lot curb at Station 1. There are some sections toward the back of the parking area that need to be replaced. The original cost, which included an 8'x32' section of the driveway was \$5,800; however, after determining that the other areas are a priority and will be fixed first, the price may be slightly more.

Enbridge Pipeline performed scheduled maintenance on their crude oil pipelines that are located at the tank farm. The maintenance included shutting down some of the

large pipelines and replacing sections of the pipes. The pipelines were shut down for approximately two days.

Thank you to Rogers Towing for donating the vehicle that was used at the pancake breakfast to demonstrate extrication tools. Roger Towing also helps us throughout the year.

The Wolf Road bridge over I-80 is now open to vehicular and pedestrian traffic. It will close again sometime in late March or early April of next year.

A/C Campbell and Nancy Feigel will be attending the Illinois Fire Chiefs Conference in Peoria on October 16 and 17 to assist with vendor and apparatus placement for the Conference.

The Board approved the following Class Requests:

- | | |
|-----------------|----------------------------------|
| ▪ Dave Porter | Trench Rescue Operations Level 1 |
| ▪ Dave Porter | Fire Apparatus Engineer |
| ▪ Brandon Ciara | Rope Operations |
| ▪ Ken Berger | Be Prepared for Promotion |

The October training calendar was reviewed by the Board.

FIRE CHIEF CIRELLI'S REPORT

The tax levy is being prepared and will be presented at the November 8, 2022, meeting. Due to the amount levied, it will be necessary to hold a public hearing.

The Board of Fire Commissioners will be meeting to approve the final eligibility register for full time firefighters/paramedics. Once the list has been formally established, Chief Cirelli will move forward with the hiring process.

We have one employee out on a reported duty-related injury.

A draft copy of the Strategic Plan was handed out for review. Adoption of the plan will be at the November meeting.

We have begun working on the updated website.

Moffatt Painting & Decorating will be prepping and painting the walls in the common hallway for \$1500.00.

The annual Pancake Breakfast and Open House was held on Sunday, October 2, with approximately 375 attendees. The date of next year's event will be Sunday, October 1, 2023, and will once again be held in conjunction with the Lion's Club.

MONTHLY INCIDENT REPORTS

The Trustees reviewed the monthly alarm reports for August.

CORRESPONDENCE

An email was received from Lion Howard, president of the Mokena Lions Club, thanking all those who helped with the Pancake Breakfast.

A note was received from Anthony DeLuca, State Representative 80th District, thanking Chief Cirelli for speaking with him at the Pancake Breakfast.

REVIEW AND APPROVE PURCHASING POLICY USING FEDERAL FUNDS

Robert Hennessy made a motion, seconded by Ken Blank, to approve Appendix D, Purchases Using Federal Funds, to our Purchasing Policy. Motion passed with a roll call vote as follows: Trustee Blank aye; Trustee Hennessy aye; Trustee Burkhardt aye; Trustee Warning aye; Trustee Haas aye.

REVIEW AND APPROVE HEALTH INSURANCE RENEWAL

Our healthcare insurance renewal came back with approximately a 5% increase. Robert Hennessy made a motion, seconded by Ken Blank, to renew the health insurance as presented. Motion passed with a roll call vote as follows: Trustee Blank aye; Trustee Hennessy aye; Trustee Burkhardt aye; Trustee Warning aye; Trustee Haas aye.

DECLARE EMS EQUIPMENT AS SURPLUS AND DECLARE ELECTRIC GRIDDLES AS SURPLUS

Ken Blank made a motion, seconded by Dennis Burkhardt, to declare the following as surplus.

- Auto Pulse and Zoll Monitors
- Electric griddles

Motion passed with a roll call vote as follows: Trustee Blank aye; Trustee Hennessy aye; Trustee Burkhardt aye; Trustee Warning aye; Trustee Haas aye.

INVESTMENT OF FUNDS

Chief Cirelli and Ken Blank met with representatives from Old Plan Trail bank to discuss investment options. In consultation with our accountant James Howard, we agree that we can ladder out investments for a period of two years.

Robert Hennessy made a motion, seconded by Craig Warning, to direct and authorize the district Treasurer and Fire Chief to execute the documents necessary to invest fund. Motion passed with a roll call vote as follows: Trustee Blank aye; Trustee Hennessy aye; Trustee Burkhardt aye; Trustee Warning aye; Trustee Haas aye.

PURCHASE OF SCBA COMPRESSOR AND FILL STATION

Robert Hennessy made a motion, seconded by Craig Waring, to purchase a SCBA Compressor and Fill Station from Air One Equipment for \$53,000. We will pay for this upfront and be reimbursed from the Assistance to Firefighters Grant Program. Air One will also remove the old equipment. Motion passed with a roll call vote as follows: Trustee Blank aye; Trustee Hennessy aye; Trustee Burkhardt aye; Trustee Warning aye; Trustee Haas aye.

CLOSED SESSION

None

ADJOURNMENT

Meeting was adjourned at 9:13 PM after a motion by Robert Hennessy.

Robert Hennessy
Secretary, Board of Trustees

Recording Secretary: Nancy Feigel