



Mokena Fire Protection District

Honoring the past - Embracing the future

MOKENA FIRE PROTECTION DISTRICT'S

TRUSTEE MEETING

May 13, 2025

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



The regular meeting of the Mokena Fire Protection District was held on Tuesday, May 13, 2025, at Mokena Fire Station #1 at 7:00 PM.

Trustees Roll Call:

Trustee Haas	Present
Trustee Blank	Present
Trustee Hennessy	Present
Trustee Burkhardt	Present
Trustee Warning	Absent

OTHERS PRESENT:

Chief Joe Cirelli, A/C Rick Campbell, Recording Secretary Rebecca Duffy, and Financial Admin Nancy Feigel.

The meeting was called to order at 7:00 p.m. with a quorum present.

MINUTES OF PREVIOUS MEETING, CORRECTIONS, APPROVAL

Dennis Burkhardt made a motion, seconded by Robert Hennessy, to approve the minutes of the April 8, 2025, Trustee meeting. Motion passed with all ayes.

Robert Hennessy made a motion, seconded by Ken Blank, to approve the minutes of the April 8, 2025, Closed Session Trustee meeting. Motion passed with all ayes.

PUBLIC COMMENTS

None

UNION REPORT

None

FINANCE REPORT

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

APPROVAL OF BILLS

Dennis Burkhardt made a motion, seconded by Ken Blank, to pay the monthly bills in the amount of \$379,854.64 as presented. Motion passed with all ayes.

TRUSTEES' REPORT

Bill Haas gave his condolences to Assistant Chief Campbell on the death of his father.

Robert Hennessy stated that the Annual Draft Budget document is a great document, and The Chief did a great job.

CALENDAR AND CHECKLIST

The Trustees have all filed their Statement of Economic Interest with the County Clerk.

The approval of the budget for FY26 is an agenda item later in the meeting.

FIRE MARSHAL'S REPORT

The code enforcement report and community risk reduction surveys were reviewed by the Board.

ASSISTANT CHIEF CAMPBELL'S REPORT

Update on the ambulance remount project:

- The ambulance exterior graphics have been completed.
- The ambulance cab interior with center console will be completed this week.
- The exterior rear camera on the Horton Module has been installed.
- The rear bumper on the module has been installed.
- The front and rear emergency light bars along with the other emergency lighting on the module have been completed.

- The final inspection will be completed approximately in the first week of June.

Engine 92's (HME), out of Station 2, radiator has been completed by Chandler Services and is now back in service. The approximate cost for this repair was \$7,400.

Truck 92 (Pierce) out of Station 2 had four rear tires replaced by Pomp's Tires. The approximate cost for this replacement of tires was \$2,800.

Ambulance 91 (Freightliner) was out of service for a faulty parking brake cable that prevented the parking brakes from being released fully. The parking brakes and cable were replaced by Chandler Services. The approximate cost was \$2,000.

Station 2 backflow and sprinkler system valves were replaced on Monday May 5th. The approximate cost to replace both main shut off valves and the backflow was approximately \$6,000.

The EMS division scheduled the Illinois Department of Public Health (IDPH) to perform their annual inspections of all the ambulances. They have all passed the inspection. The EMS division will be inspecting all non-transport vehicles, and the appropriate paperwork will be submitted to IDPH.

The training division set up a three-day pumping course with the Illinois Fire Service Institute using a simulated pump panel that allowed students to practice basic pump operations and troubleshooting and pumping multiple hose lines.

The Board approved the following Class Requests:

- | | |
|----------------|--------------------------------------|
| • Dave Porter | Fire Dept. Health and Safety Officer |
| • Chris Buchan | Trench Rescue Awareness and Ops. |
| • Dan Reimer | Trench Rescue Technician |

This month's training calendar was reviewed by the trustee members.

FIRE CHIEF CIRELLI'S REPORT

Chief Cirelli has not received any feedback on the draft budget that was delivered at the last meeting. Chief Cirelli has amended one line item (health and safety) to include funds for cancer screening for \$15,000.

The hearing for the tentative budget and appropriations ordinance will be scheduled for the June meeting.

We are working with McCutcheon/Dimond insurance on renewal rates.

Receptionist Rebecca Duffy began her employment on 5/5/25. Rebecca has been a delight in her first week. Nancy will be done working for MFPD at the end of the month.

We are working through negotiations with Local 4270 on possibly reallocating current personnel to create the rank of Battalion Chiefs.

Updated job descriptions for the Fire Chief and Deputy Chief were reviewed. Approval of the updates will be an agenda item at the June meeting.

We are still in the process of finding a replacement for the vacant firefighter/paramedic position.

There was an update on the ambulance remount project.

MONTHLY INCIDENT REPORTS

The Trustees reviewed the monthly alarm reports for April.

CORRESPONDENCE

None

APPROVAL OF ORDINANCE 2025-2 ELIMINATING THE OFFICE OF ASSISTANT CHIEF AND CREATING THE OFFICE OF DEPUTY CHIEF

Robert Hennessy made a motion, seconded by Ken Blank, to approve *Ordinance No. 2025-02*, an ordinance eliminating the office of assistant chief and creating the office of Deputy Chief, effective June 1, 2025, as presented. Motion passed with a roll call vote as follows: Trustee Haas aye; Trustee Blank aye; Trustee Hennessy aye; Trustee Burkhardt aye.

APPROVAL OF UPDATED CIVILIAN SALARY SCHEDULE

It is time to make an adjustment to the Civilian Salary Schedule. Chief Cirelli recommends adjusting the cost of living up by 2.75%, which is in line with the CBA and his contract. The Trustees received an updated civilian salary schedule, effective June 1, 2025, and have no questions at this time.

Ken Blank made a motion, seconded by Robert Hennessy, to approve the updated civilian salary schedule, effective June 1, 2025, as presented. Motion passed with all ayes.

APPROVAL OF IGA FOR SHARED RECORDS MANAGEMENT SYSTEM

East Joliet is seeking to partner with New Lenox, Mokena, Frankfort and Manhattan in the joint Records Management System. There will be no additional costs incurred by Mokena for this. As such, an updated IGA was drafted by John Motylinski.

Robert Hennessy made a motion, seconded by Dennis Burkhardt, to approve the IGA for a shared records management system. Motion passed with a roll call vote as follows: Trustee Haas aye; Trustee Blank aye; Trustee Hennessy aye; Trustee Burkhardt aye.

APPROVAL OF POLICY 1041–NON-SWORN PERSONNEL HEALTHCARE BENEFITS

Approval of policy 1041 — Non-Sworn Personnel Healthcare Benefits is an agenda item (policy is already in place but hasn't been placed into Lexipol).

Robert Hennessy made a motion, seconded by Ken Blank, to approve the personnel policy for non-sworn employees (health insurance) – effective June 1, 2025, that was distributed during the Trustee Meeting. Motion passed with a roll call vote as follows: Trustee Haas aye; Trustee Blank aye; Trustee Hennessy aye; Trustee Burkhardt aye.

APPROVAL OF EXTENSION OF FIRE CHIEF CONTRACT

Ken Blank made a motion, seconded by Robert Hennessy, to approve the extension of the Fire Chief's contract as presented. Motion passed with a roll call vote as follows: Trustee Haas aye; Trustee Blank aye; Trustee Hennessy aye; Trustee Burkhardt aye.

APPROVAL OF DEPUTY CHIEF CONTRACT

Dennis Burkhardt made a motion, seconded by Ken Blank, to approve the Deputy Chief's contract as presented. Motion passed with a roll call vote as follows: Trustee Haas aye; Trustee Blank aye; Trustee Hennessy aye; Trustee Burkhardt aye.

CLOSED SESSION

None

ADJOURNMENT

The meeting was adjourned at 7:50 PM after a motion by Robert Hennessy.


Robert Hennessy
Secretary, Board of Trustees

Recording Secretary: Rebecca Duffy