

**ROBERTS PARK FIRE PROTECTION DISTRICT  
BOARD OF TRUSTEES MEETING  
April 13, 2021  
MINUTES**

**CALL TO  
ORDER**

The regular meeting of the Roberts Park Fire Protection District Board of Trustees was called to order at 6:00 p.m. by President Bernardoni at Station #1, 8611 S. Roberts Road, Justice, Illinois, for the purpose of conducting all regular business of the District, proper notice having been given and posted accordingly.

**ROLL CALL**

**Present:**

President Brian A. Bernardoni  
Secretary Steve Stratakos  
Treasurer (Vacancy)  
Fire Chief Jeff Ketchen  
Deputy Chief Jeff Dees  
Commissioner Tim Dooley  
Commissioner Ron Weszelits  
Administrative Advisor Don Fontana

**Absent:** Commissioner Osborne

**Others Present:** Station #1 On-Duty Officers and FF/PM

**OPEN FLOOR**

President Bernardoni opened the floor for public comments. Having no further comments from the audience, President Bernardoni closed the floor for public comment at 6:01 p.m.

**REALIGNMENT OF THE BOARD**

A motion was made by Secretary Stratakos to appoint Treasurer Brian Bernardoni as President of the Board of Trustees. Seconded by (President) Bernardoni. Roll Call Vote - Ayes: Secretary Stratakos, President Bernardoni. Nays: None Motion carried.

President Bernardoni was issued the oath of office as President of the Board of Trustees of the Roberts Park Fire Protection District by Secretary Stratakos. President Bernardoni was appointed by the Lyons Township on May 14, 2019 to fill the 2018 – 2021 term. President Bernardoni will continue to serve at the pleasure of the Township Board.

President Bernardoni thanked the members of the Board, the Fire Chief and Deputy Chief, and the rank and file of the Roberts Park Fire Protection District for their faith in his direction of the Board. President Bernardoni also expressed gratitude to his wife, Justice Park District Board President, Carrie Bernardoni, and their children for their continued support.

**BOARD APPROVAL**

*Minutes*

A motion was made by Secretary Stratakos to accept the open and closed meeting minutes of March 9, 2021, with the closed session minutes “not to be released for public.” Seconded by President Bernardoni. Roll Call

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Vote - Ayes: Secretary Stratakos, President Bernardoni; Nays: None Motion carried.

### ***Accounts Payable***

A motion was made by President Bernardoni to accept the Accounts Payable report for the month of March 2021. Seconded by Secretary Stratakos. Roll Call Vote – Ayes: Secretary Stratakos, President Bernardoni; Nays: None; Motion carried.

### ***Treasurer's Report***

A motion was made by President Bernardoni to accept the Treasurer's report for the month of March 2021. Seconded by Secretary Stratakos. Roll Call Vote – Ayes: Secretary Stratakos, President Bernardoni; Nays: None; Motion carried.

### ***Budget Review***

Chief Ketchen updated the Board on the current budget with no outstanding issues. Chief Ketchen is actively working on a draft budget for 2021-2022 and anticipates a public hearing on the draft within 180 days of the start of the 2021-2022 fiscal year, pending some progress in the contract negotiations.

## **REPORTS**

### ***Chief Ketchen:***

***I-294 Reconstruction*** – Fire Chief Ketchen attended a construction progress meeting to discuss the upcoming work on the 87<sup>th</sup> and Roberts Road intersection. The construction management team will provide him with regular updates as it relates to traffic patterns and lane shifts.

***Collective Bargaining Agreements*** – The negotiation process is underway with the Lieutenants and Firefighters. The next meeting at the bargaining table is set for April 15<sup>th</sup>.

***New Reserve Engine*** – FF/PM Baron and FF/PM Bikulcius flew to Alabama with the intention of bringing the new (to us) engine home. However, during their inspection of the work that was completed, they discovered issues that will need to be addressed. The vehicle is currently still at Brindlee Mountain until further notice.

### ***Deputy Chief Dees:***

***Part-Time Staffing*** – Processing one new part-time application.

***Fire Prevention*** – A total of 44 inspection activities in the month of March 2021.

***Software*** – Several quotes have been received and we are working with various vendors on webinars and demo accounts.

***Policy and Procedure Review and Update*** – A draft policy on daily recordkeeping responsibilities is underway.

***Incident Counts*** – Last month: Incidents 304 with 246 being rescue/EMS incidents, and 17 Tollway responses. COVID suspected: 17 with 7 confirmed.

***Agency Coordination*** - The District is working with Justice/Willow Water Commission (West Suburban Water Commission) and they are sharing their GIS and flow information for all of their fire hydrants. This information can not only be used in pre-incident planning, but we can potentially put this information in the hands of our officers and incident command while operating on the scene.

We are also working with Hickory Hills Public Works on receiving GIS data for their fire hydrants. Hickory Hills water flow data is limited, but they will update us with flow data when possible.

### ***Commissioners:***

The Commissioners discussed the current number of applications received to date for the Roberts Park FPD and the North Palos FPD consortium testing process set up with IO Solutions. The application deadline is April 30<sup>th</sup>, 2021.

**Attorney:**

No report.

**NEW BUSINESS**

Lt. Janchenko, FF/PM Palkovitz, and BC Anderson presented and demonstrated four newly purchased Amkus extrication tools that were purchased with funds from the Foreign Fire Board.

**UNFINISHED  
BUSINESS**

None

**GOOD OF THE  
ORDER**

President Bernardoni received a note from the Lyons Club regarding a couple of young visitors to Station #2. President Bernardoni extended their thanks to the on-duty firefighters and Lieutenant Knights for their welcoming spirit and thoughtful fire-safety presentations for the young visitors.

President Bernardoni thanked Fire Chief Ketchen and the rank and file for their professionalism during the station visit from Congresswoman Marie Newman. Ms. Newman spent generous time answering questions and discussed opportunities for the District to collaborate on the National, State, County and local levels for fire safety education and senior advocacy.

**CLOSED  
SESSION**

None.

**ADJOURNMENT**

A motion was made by Secretary Stratakos to adjourn at 6:53 p.m. Seconded by President Bernardoni. Ayes: Secretary Stratakos, President Bernardoni; Nays: None; Motion carried.

*Open Session Minutes prepared by: Lisa Berger, Office Manager*

*Approved: May 11, 2021*