

**ROBERTS PARK FIRE PROTECTION DISTRICT  
BOARD OF TRUSTEES MEETING  
August 11, 2020  
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 Trustee Lorenz 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:**  
Trustee Patrick Lorenz, President  
Trustee Steve Stratakos, Secretary  
Trustee Brian A. Bernardoni, Treasurer  
Fire Chief Jeff Ketchen  
Deputy Chief Jeff Dees  
Commissioner Tim Dooley  
Commissioner Ron Weszelits  
Attorney Rick Ryan  
Administrative Assistant Don Fontana  
Recording Secretary Lisa Berger  
**Others Present:** Station #1 On-Duty Officers and FF/PMs  
**Absent:** Fire Chief Jeff Ketchen, Commissioner Ken Osborne

**OPEN FLOOR** Trustee Lorenz opened the floor for public comments. Having no further comments from the audience, Trustee Lorenz closed the floor for public comment at 6:01 p.m.

**PUBLIC HEARING** Trustee Lorenz opened the public hearing regarding for the Annexation of Certain Territory (Tri-State Parcels) at 6:01 p.m.

After no comments from the public, Trustee Lorenz closed the public hearing at 6:02 p.m.

**ORD. 2020-O-02** A motion was made by Trustee Lorenz to accept Ordinance No. 2020-O-02, an Ordinance Annexing Certain Territory (Tri-State Parcels) Pursuant to 70 ILCS 705/3.3 Seconded by Trustee Stratakos. Roll Call Vote - Ayes: Trustees Bernardoni, Stratakos, and Lorenz. Nays: None Motion carried.

**BOARD APPROVAL**

*Minutes* A motion was made by Trustee Bernardoni to accept the minutes of July 14, 2020. Seconded by Trustee Lorenz. Roll Call Vote - Ayes: Trustees Bernardoni, Stratakos, and Lorenz. Nays: None Motion carried.

- Accounts Payable** A motion was made by Trustee Bernardoni to accept the purchase journal for July 2020 May 2020 in the amount of \$155,840.57. Seconded by Trustee Lorenz. Roll Call Vote – Ayes: Trustees Bernardoni, Stratakos, and Lorenz; Nays: None; Motion carried.
- Treasurer’s Report** A motion was made by Trustee Bernardoni to accept the July 31, 2020 Treasurer’s report. This report includes monthly payroll totals of \$321,192.22. Seconded by Trustee Lorenz. Roll Call Vote – Ayes: Trustees Bernardoni, Stratakos, and Lorenz; Nays: None; Motion carried.
- Budget Review** No review at this time.

## REPORTS

- Chief Ketchen** *Deputy Chief Dees presented the Fire Chief’s monthly report:*
- County Tax Disbursements** – The second installment of the 2019 taxes are being disbursed now. The District will closely monitor the totals for comparison to last year’s receipts.
- Surplus Engine** – The District is communicating with the Yale, Oklahoma Fire Department for a possible purchase agreement.
- I-294 Corridor Reconstruction** – With the rebuilding of the I-294 underway, the District will face some challenges with respect to navigating through traffic. The Village of Justice installed “Do Not Block Driveway” signs in front of Station #2. Congestion in the area was making it difficult to respond to calls.
- Roberts Road Repairs** – Repair work will begin the week of August 17<sup>th</sup> on Roberts Road from 87<sup>th</sup> Street to 108<sup>th</sup> Street. Traffic will be reduced to one lane in each direction for the duration of the project. The District will adjust our responses accordingly. Construction is schedule to last through the end of November.
- Parking Lot Repairs** – The parking lot at Station #1 has several areas that need to be cut and patched. Once the work is complete, the entire lot will be seal-coated and striped.
- Miscellaneous** – One of our full-time members will be on medical leave for approximately six weeks.
- Deputy Chief Dees** **Fire Prevention** – Forty-two inspection activities in the month of July.
- Software** – The District continues to look at our reporting software options. We currently have a contract with ESO that goes until August 2022. Deputy Chief Dees is working with them to determine what options we have if we choose to take no action with the fire reporting portion of our software and continue with the duration of the contract.
- Policy and Procedure Review and Update** – Body Armor Policy, HAZCOM Training Policy.
- Incident Counts** – Last month: Incidents 383 with 275 being rescue/EMS incidents.
- Covid-19** – As of March 2020; Suspected: 116; Confirmed: 30

**Commissioners** The Commissioners will meet for their quarterly meeting immediately following the October 13, 2020 Trustee meeting.

**Attorney** No report.

**NEW BUSINESS** None.

**UNFINISHED BUSINESS** None.

**GOOD OF THE ORDER** Trustee Bernardoni has been following the reports out of the Cook County Assessor's office regarding Covid-19 adjustments and how it could affect the residential and commercial parcels. Trustee Bernardoni will continue to monitor the situation and keep the District aware of changes which could impact our tax revenue.

Battalion Chief Christopher Spoo announced that members of the District can now stream dispatch audio through the Bryx app.

**CLOSED SESSION** None.

**ADJOURNMENT** A motion was made by Trustee Stratakos to adjourn at 6:25 p.m. Seconded by Trustee Bernardoni. Ayes: Trustees Bernardoni, Stratakos, and Lorenz: Nays: None; Motion carried.

*Open Session Minutes prepared by: Lisa Berger  
Approved on: September 8, 2020*