

**ROBERTS PARK FIRE PROTECTION DISTRICT  
BOARD OF TRUSTEES MEETING  
December 14, 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.

Commissioner Dooley led the reciting of the Pledge of Allegiance.

**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

Attorney Joseph Miller, Ottosen DiNolfo Hasenbalg & Castaldo

**Absent:** Commissioner Ken Osborne

**Others Present:** Recording Secretary Lisa Berger, On-Duty Officers and FF/PMs

**ACKNOWLEDGEMENT  
OF GUESTS**

None.

**OPEN FLOOR**

President Bernardoni opened the floor for public comments.

Having no comments from the audience, President Bernardoni closed the floor for public comment at 6:02 p.m.

**CORRESPONDENCE RECEIVED**

None.

**ORDINANCE 21-O-03**

Attorney Miller presented the Board with Ordinance 21-O-03, an Ordinance Levying and Assessing Taxes of the Roberts Park Fire Protection District, Cook County, IL for 2021.

A motion was made by Secretary Stratakos to accept Ordinance No. 21-O-03, seconded by President Bernardoni. Roll Call Vote - Ayes: Secretary Stratakos, President Bernardoni; Nays: None Motion carried.

## **BOARD APPROVAL**

### ***Minutes***

A motion was made by Secretary Stratakos to accept the monthly meeting minutes of November 9, 2021. Seconded by President Bernardoni. Roll Call Vote - Ayes: Secretary Stratakos, President Bernardoni; Nays: None Motion carried.

### ***Accounts Payable/Treasurer's Reports***

A motion was made by President Bernardoni to accept the Accounts Payable/Treasurer's reports for the month of November 2021. Accounts Payable November 2021: \$140,121.24. Seconded by Secretary Stratakos. Roll Call Vote – Ayes: Secretary Stratakos, President Bernardoni; Nays: None; Motion carried.

### ***Budget Review***

No outstanding line items.

## **REPORTS**

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

***Fire Dispatching*** – The switchover will be delayed due to the mobile data terminal installation.

***Training*** - Roberts Park personnel logged 422.25 hours of training in November. Additionally, Battalion Chief Spoo attended a 40 hour Chief Officer class at the Fire Service Institute.

***Fleet Status*** - Ambulance 307 is currently in the shop for some preventative maintenance and front springs. Ambulance 308 is still away for refurbishment with an expected return in early spring.

Ambulance 307 struck a Pleasantview ambulance in the patient unloading area at LaGrange Hospital. There was minor damage to both vehicles. Pleasantview said they will fix their damage in-house and forward any invoices for the repair to us.

***Emergency Medical System*** - The District has recently experienced some equipment failures amounting in some costly repairs. We are looking into a “Protection Plan” for our cardiac monitors and Auto-pulse devices. These are among the most expensive devices we have.

***Public Relations*** – Several of our members have, once again, volunteered their time to give Santa a ride around town. He completed his journey through the Village of Justice, but rain kept him from visiting Hickory Hills. There are plans to visit Hickory Hills on Saturday the 18<sup>th</sup>. Also, the Firefighters Association will be hosting Breakfast with Santa for the families of our members on December 19<sup>th</sup>.

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

***Part-Time Staffing*** – We have two part-time employees that started this week. One is a single role paramedic who will be attending the fire academy in February 2022. The other is a firefighter EMTB that is currently enrolled in paramedic school.

***Software*** – The District continues to fine-tune First Due.

***Policy and Procedure Review and Update*** – No activity.

***Incident Count*** – November: 359 incidents with 279 being rescue/EMS (212 transports)

### ***Commissioners:***

No Report.

### ***Attorney:***

No report.

## **NEW BUSINESS**

### ***Employment Contracts***

A motion was made by Secretary Stratakos to approve the employment contracts for Battalion Chiefs Anderson, Sherman, and Spoo. Seconded by President Bernardoni. Roll Call Vote - Ayes: Secretary Stratakos, President Bernardoni; Nays: None Motion carried.

### ***IPPFA Trust Agreement***

A motion was made by Secretary Stratakos to accept the IPPFA Trust Agreement. Seconded by President Bernardoni. Roll Call Vote - Ayes: Secretary Stratakos, President Bernardoni; Nays: None Motion carried.

### ***Pension Board Municipal Compliance Report***

Retiree Donald Huenecke presented the Board with a copy of the Municipal Compliance Report for the pension fund.

### ***2022 Meeting Calendar***

The Board of Trustees approved the monthly meeting calendar and will post on the RPPFD.org website. Meetings will be held every second Tuesday of the month at Station #1, 6:00 p.m.

## **UNFINISHED BUSINESS**

None.

## **COMMITTEE OF THE WHOLE**

None.

## **GOOD OF THE ORDER**

President Bernardoni commended Deputy Chief Dees for his work in getting the Camelot business up and running.

## **CLOSED SESSION**

None.

## **ADJOURNMENT**

A motion was made by Secretary Stratakos to adjourn at 6:30 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: 1/11/2022*