

**ROBERTS PARK FIRE PROTECTION DISTRICT  
BOARD OF TRUSTEES MEETING  
February 11, 2020  
MINUTES**

**CALL TO ORDER** The regular meeting of the Roberts Park Fire Protection District Board of Trustees was called to order at 6:0015 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 Brian A. Bernardoni, Treasurer  
Fire Chief Jeff Ketchen  
Deputy Chief Jeff Dees  
Commissioner Tim Dooley  
Commissioner Osborne  
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:** Trustee Steve Stratakos, Secretary

**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.

**BOARD APPROVAL**

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

*Accounts Payable*   A motion was made by Trustee Bernardoni to accept the purchase journal for January 2020 in the amount of \$129,802.49. Seconded by Trustee Lorenz. Roll Call Vote – Ayes: Trustees Bernardoni and Lorenz; Nays: None; Motion carried.

*Treasurer’s Report*   A motion was made by Trustee Bernardoni to accept the January 2020 Treasurer’s report. Seconded by Trustee Lorenz. Roll Call Vote – Ayes: Trustees Bernardoni and Lorenz; Nays: None; Motion carried.

*Budget Review*       The Budget report was uploaded into the Drop Box for review. No remarks.

**REPORTS**

**Chief Ketchen**

**Firehouse Subs Grant** - Fire Chief Ketchen has applied for a Public Safety grant for approximately \$23,000 for much needed extrication equipment.

**FEMA Grant** – Battalion Chief Spoo has coordinated with Vickers Consulting to submit a grant for an engine, and a new request for power lift cots for the ambulances.

**Lakeland Protective Gear** – The District has approximately 10 sets of Lakeland Firefighting gear which varies in age from one to three years. During a routine examination, two of the sets failed prematurely. We have removed them from service pending inspection. We are currently working with the manufacturer to find an amicable solution.

**SCBA Compressor** - The new SCBA compressor and fill station has been delivered and installed. Lieutenant Murphy did a very nice job spearheading the renovation of the compressor room in anticipation of its arrival.

**County Revenue Shortage** – Chief Ketchen noticed that our county revenue was significantly off from the same point in time, the year prior. We have communicated with our attorney too look into a possible cause. After notifying the County Treasurer, we have not yet received any information on the cause. I have asked all District department heads to curtail spending with the exception of our necessities.

**Insurance Settlement** – The District filed a claim for items damaged in the course of fighting a fire in a truck repair shop back in November. We’ve received payment for the claim and purchased five new sets of protective gear.

**Ambulance Re-chassis** – Lieutenant Janchenko and Firefighter Baron will meet with a representative from Osage Ambulance to discuss the upcoming refurbishment of Ambulance 308.

**Deputy Chief Dees**

**Part-time Staffing** – No Update.

**Fire Prevention** – Inspectors have completed several inspections along 95<sup>th</sup> Street as we continue to move towards our western boundary. We continue to follow up on referrals and complaints as needed.

**Policy and Procedure Review and Update** – Updates in process for finalization.

**Incident Counts** – Last month: Incidents 297 with 218 being rescue/EMS incidents.

**Commissioners**

The Commissioners met for their quarterly meeting in January. No report.

**Attorney**

No report.

**NEW BUSINESS**

None

**UNFINISHED BUSINESS**

None.

**GOOD OF THE ORDER**

None.

**CLOSED**

**SESSION**           None.

**ADJOURNMENT**   A motion was made by Trustee Lorenz to adjourn at 6:19 p.m. Seconded by Trustee Bernardoni. Ayes: Trustees Bernardoni and Lorenz: Nays: None; Motion carried.

*Open Session Minutes prepared by: Lisa Berger  
Approved 3/10/2020*