

**ROBERTS PARK FIRE PROTECTION DISTRICT
BOARD OF TRUSTEES MEETING
January 14, 2020
MINUTES**

CALL TO ORDER The regular meeting of the Roberts Park Fire Protection District Board of Trustees was called to order at 6:15 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 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: None

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.

RE-AGENDIZE A motion was made by Trustee Lorenz to move the Swearing In ceremonies to follow the Board Approvals. Seconded by Trustee Stratakos. Roll Call Vote – Ayes: Trustees Stratakos, Bernardoni and Lorenz; Nays: None; Motion carried

RETURN TO OPEN Open session resumed at 6:15 p.m. with all Trustees present.

BOARD APPROVAL

Minutes A motion was made by Trustee Stratakos to accept the minutes of December 2019. Seconded by Trustee Bernardoni. Roll Call Vote - Ayes: Trustees Stratakos, Bernardoni and Lorenz. Nays: None Motion carried.

Accounts Payable A motion was made by Trustee Bernardoni to accept the purchase journal for December 2019 in the amount of \$21,169.70. Seconded by Trustee Lorenz. Roll Call Vote – Ayes: Trustees Stratakos, Bernardoni and Lorenz; Nays: None; Motion carried.

Treasurer's Report A motion was made by Trustee Stratakos to accept the December 2019 Treasurer's report. Seconded by Trustee Lorenz. Roll Call Vote – Ayes: Trustees Stratakos, Bernardoni and Lorenz; Nays: None; Motion carried.

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

SWEARING IN CEREMONY

Daniel Bikulcius was sworn in as a full-time member of the District by Trustee Steve Stratakos. FF/PM Bikulcius successfully completed his year of probation.

Steve LaRocco was sworn in as a full-time member of the District by Trustee Steve Stratakos. FF/PM LaRocco successfully completed his year of probation.

A motion was made to by Trustee Stratakos to suspend Open Session at 6:20 p.m. for cake and coffee. Seconded by Trustee Lorenz. Roll Call Vote – Ayes: Trustees Stratakos, Bernardoni and Lorenz; Nays: None; Motion carried

Return to Open The Board re-convened the meeting at 6:30 p.m. with all trustees present.

With acknowledgement from the Board, Trustee Steve Stratakos left at 6:31 p.m. for the duration of the meeting.

REPORTS

Chief Ketchen

Tax Levy Filing - Fire Chief Ketchen reported that our tax levy and truth in taxation statement had been prepared and filed with the County Clerk on time.

FY 2020-2021 Budget – Chief Ketchen has begun the process of working on the upcoming fiscal year. Chief is committed to increasing the pension levy.

New Employee – The District has made an offer to Nick Hooten to fill a vacancy on the full-time roster. We anticipate a February 3, 2020 report for duty date.

SCBA Grant - The District is working with FEMA to apply the grant funds which we endowed for SCBA replacement. We are now exploring the possibility of upgrading our packs as we are not satisfied with the quality of the ones we purchased. We can sell the current packs as there is a high demand for them, and then apply the grant funds to the purchase of the next generation SCBA. We anticipate to recover nearly all of the expenditure of the packs we already purchased.

Deputy Chief Dees

Part-time Staffing – Adding four part-time members.

Fire Prevention – Deputy Chief Dees attended the National Fire Academy in Emmitsburg, MD for a Fire Inspections Principals class. The NFA classes were free and they covered the housing and travel costs.

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

Incident Counts – Last month: Incidents 359 with 264 being rescue/EMS incidents.

Commissioners 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 6:45 p.m. Seconded by Trustee Bernardoni. Ayes: Trustees Bernardoni and Lorenz; Nays: None; Motion carried.

*Open Session Minutes prepared by: Lisa Berger
Approved 2/11/2020*