

**ROBERTS PARK FIRE PROTECTION DISTRICT
BOARD OF TRUSTEES MEETING
March 9, 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 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
Administrative Assistant Don Fontana

Absent: Commissioner Osborne

Others Present: Station #1 On-Duty Officers and FF/PMs, family and friends of FF/PM Hooten

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.

SWEARING IN

Nicholas Hooten was issued the oath of office for the full-time position of Firefighter/Paramedic by Trustee Steve Stratakos. FF/PM Hooten was joined in celebration by his fiancé Nicole, his parents, Denise and Tom Hooten, and several of his friends and family.

RETIREMENT CEREMONY

Trustee Patrick Lorenz was presented with tokens of appreciation from Fire Chief Ketchen acknowledging his retirement from the Board of Trustees, effective April 1st. Patrick Lorenz has served on the Board for 16 years. The Board wished him luck in his well-deserved retirement.

RECESS

A motion was made by Trustee Stratakos to recess the meeting at 6:15 p.m. Seconded by Trustee Bernardoni. Roll Call Vote - Ayes: Trustees Stratakos, Bernardoni and Lorenz. Nays: None Motion carried.

RETURN TO OPEN

Open Session reconvened at 6:20 p.m. with all Trustees present.

BOARD APPROVAL

Minutes

A motion was made by Trustee Stratakos to accept the regular meeting minutes of February 9, 2021. Seconded by Trustee Lorenz. 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 Accounts Payable report for the month of February 2021. 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 Treasurer’s report for the month of February 2021. Seconded by Trustee Lorenz. Roll Call Vote – Ayes: Trustees Bernardoni, Stratakos, and Lorenz; 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.

REPORTS

Chief Ketchen:

Cook County Tax Receipts – Fire Chief Ketchen reported the property tax receipts from the first installment are coming in, although a bit late. The District was forced to transfer funds out of the Schwab savings account in order to meet our financial obligations. Once we have recovered and are back up to normal operating funds, Chief Ketchen will authorize a transfer of funds back into the savings accounts.

Collective Bargaining Agreements – The negotiation process is underway with the Lieutenants. The next meeting at the bargaining table is set for April 7th.

New Reserve Engine – The engine refurbishment is expected to be complete towards the end of March.

Deputy Chief Dees:

Part-Time Staffing – Two of our more active part-time roster members have taken full-time positions with other departments.

Fire Prevention – Sixteen inspection activities in the month of February 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 in underway.

Incident Counts – Last month: Incidents 355 with 259 being rescue/EMS incidents. COVID suspected: 14 with one confirmed.

Commissioners:

The Roberts Park FPD and the North Palos FPD have a consortium testing process set up with IO Solutions. The application deadline is set for April 30, 2021.

The next regular meeting of the Commissioners will be held on April 13, 2021, immediately following the Trustee meeting.

Attorney:

No report.

NEW BUSINESS

None.

**UNFINISHED
BUSINESS**

The District applied for and received a COVID-19 response grant in the amount of \$50,000.

**GOOD OF THE
ORDER**

Don Fontana commended the FF/PMs for their interaction with neighboring agencies during a recent fatal vehicle extraction on the tollway.

Trustee Bernardoni commended the FF/PMs for their professionalism and service to the residents of the District during the on-going pandemic.

**CLOSED
SESSION**

A motion was made by Trustee Stratakos to suspend Open Session at 6:32 p.m. for the purpose of entering Closed Session to discuss personnel. Seconded by Trustee Lorenz. Roll Call Vote - Ayes: Trustees Stratakos, Bernardoni and Lorenz. Nays: None Motion carried.

RETURN TO OPEN

Open Session resumed at 6:52 p.m. with all Trustees present.

ADJOURNMENT

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

Open Session Minutes prepared by: Lisa Berger

Approved: April 13, 2021