

**ROBERTS PARK FIRE PROTECTION DISTRICT
BOARD OF TRUSTEES MEETING
MAY 11, 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.

ROLL CALL

Present:

President Brian A. Bernardoni
Secretary Steve Stratakos
Treasurer (Vacancy)
Fire Chief Jeff Ketchen
Deputy Chief Jeff Dees
Commissioner Tim Dooley
Commissioner Ken Osborne
Commissioner Ron Weszelits
Administrative Advisor Don Fontana

Absent: None

Others Present: Station #1 On-Duty Officers and FF/PM

OPEN FLOOR

President Bernardoni opened the floor for public comments.

Dan Schram introduced himself to the District Board after having submitted a resume to the Palos Township for the Trustee vacancy on the Board. Mr. Schram is a resident of Hickory Hills with an accounting and finance background.

Having no further comments from the audience, President Bernardoni closed the floor for public comment at 6:05 p.m.

RE-APPOINTMENT OF THE BOARD OF FIRE COMMISSIONERS

The Board approved the continuation of appointments for Ken Osborne until May 1, 2023 and Ron Weszelits until May 1, 2024.

CORRESPONDENCE RECEIVED

The Board received the Statement of Investment policy from the Pension Board.

The Board received a letter from the Village of Justice Building Department regarding the process in which the Village handles a known hoarding situation.

BOARD APPROVAL

Minutes

A motion was made by Secretary Stratakos to accept the meeting minutes of April 13, 2021,

Minutes – May 11, 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 April 2021. Accounts Payable: \$66,168.72; Payroll: 193,657.08. Total ending cash balance as of April 30, 2021 was \$2,004,734.06. Seconded by Secretary Stratakos. Roll Call Vote – Ayes: Secretary Stratakos, President Bernardoni; Nays: None; Motion carried.

Budget Review

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, pending some progress in the contract negotiations.

REPORTS

Chief Ketchen:

Fire Dispatching – Fire Chief Ketchen and Battalion Chief Spoo have been engaged in talks with Southwest Central Dispatch regarding the possibility of becoming a subscriber. The member benefits includes computer aided dispatch in our vehicles, reduced radio traffic, real-time mapping, all mobile equipment is included at no additional cost, 24-hour tech support, etc. The cost can be phased-in over time, starting at 50% total contractual value. The Fire Chief asked the Board to consider adopting the Ordinance to enter into a relationship with SWCD.

Collective Bargaining Agreements – The negotiation process is still moving forward. We have a meeting date with a Federal Mediator set for May 21 at 11:30 A.M.

New Reserve Engine – The reserve engine is nearing completion. We were not satisfied with the paint upon our inspection and will stay with Brindlee Mountain until it is repainted.

FF/PM Hooten – While Nick Hooten recovers from a medical procedure, he will be working in a light-duty status until he is cleared to return to unrestricted service.

LT Latimer – Ryan Latimer is still out on sick leave and will keep us advised of his return-to-work status as he progresses.

Services for Officer Peter Lenos, Justice Police Department

On April 29th, Officer Peter Leno of the Justice Police Department suffered a fatal medical emergency while off duty. The men and women of Roberts Park knew Peter very well and took it especially hard. As always, they stepped up and represented the department with honor while paying their respects.

Moment of Silence

A moment of silence was observed for Officer Peter Lenos

Deputy Chief Dees:

Fire Prevention – A total of 44 inspection activities in the month of March 2021.

Software – The District has begun the on-boarding process with First Due. They will be replacing Firehouse software, SafetyPad, and Aladtec once the process is complete. It will take several months to complete the transition with set-up and training.

Policy and Procedure Review and Update – The Family and Medical Leave policy was published.

Incident Counts – Last month: Incidents 377 with 279 being rescue/EMS incidents, and 23 Tollway responses. COVID suspected: 12 with 8 confirmed.

Commissioners:

The Commissioners had to extend the application period due to a software glitch not being able to upload applications. A total of 44 applications were received and the orientation is scheduled for May 26th.

Attorney:

No report.

NEW BUSINESS

FY 2020 Audit/AFR

Lou Karrison with Karrison, LLC presented the Board with the annual audit for fiscal year ending April 30, 2020.

Ordinance 2021-O-01

A motion was made by President Bernardoni to accept Ordinance 2021-O-01, An Ordinance of the Board of Trustees of the Roberts Park Fire Protection District Authorizing the Participation by the Roberts Park Fire Protection District in a Public Safety Communications System with Southwest Central Dispatch. Seconded by Secretary Stratakos. Roll Call Vote – Ayes: Secretary Stratakos, President Bernardoni; Nays: None; Motion carried.

**UNFINISHED
BUSINESS**

None

**GOOD OF THE
ORDER**

President Bernardoni thanked Fire Chief Ketchen and the rank and file for their continued professionalism and patience with all of the local construction and re-routing of their traffic routes.

The Roberts Park Fire Protection District will be celebrating its 75th Anniversary of Service in June. The District is actively planning a celebration that will be held in October in coordination with Fire Safety month. The date had not yet been announced.

**CLOSED
SESSION**

None.

ADJOURNMENT

A motion was made by Secretary Stratakos to adjourn at 6:40 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: 06/08/2021*