

**ROBERTS PARK FIRE PROTECTION DISTRICT
BOARD OF TRUSTEES MEETING
October 13, 2020
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
Commissioner Ken Osborne
Administrative Assistant Don Fontana
Attorney Ryan

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

Absent: Recording Secretary Lisa Berger

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
CEREMONY**

Rebecca Scanlon was issued the oath of office for the full-time position of Firefighter/Paramedic by Trustee Steve Stratakos.

Cody Quillin was issued the oath of office for the full-time position of Firefighter/Paramedic by Trustee Stratakos.

Recess

A motion was made by Trustee Bernardoni to recess the meeting at 6:10. Seconded by Trustee Lorenz. Roll Call Vote - Ayes: Trustees Bernardoni, Stratakos, and Lorenz. Nays: None Motion carried.

Return to Open

The meeting returned to Open Session at 6:15 with all Trustees present.

BOARD APPROVAL

Minutes

A motion was made by Trustee Bernardoni to accept the minutes of September 8, 2020. Seconded by Trustee

Minutes – October 13, 2020

Lorenz. Roll Call Vote - Ayes: Trustees Bernardoni, Stratakos, and Lorenz. Nays: None Motion carried.

Accounts Payable

A motion was made by Trustee Bernardoni to accept the purchase journal for September 2020 in the amount of \$208778.59. Seconded by Trustee Lorenz. Roll Call Vote – Ayes: Trustees Bernardoni, Stratakos, and Lorenz; Nays: None; Motion carried.

Treasurer's Report

Tabled until November 2020 Board of Trustee meeting.

Budget Review

Chief Ketchen updated the Board on the current budget with no outstanding issues.

REPORTS

Chief Ketchen:

Surplus Engine – Engine 32 is set to depart for Argentina.

COVID-19 – The District has applied for several grants related to the pandemic. Current application include the CARES Act grant, a FEMA Public Assistance grant, and an additional FEMA (via Cook County Department of Public Health) grant. The requested amounts total approximately \$150,0000.

New Reserve Engine – The District made an offer on a used fire engine and it was accepted. The engine is a 2009 Seagrave from Mansfield, Massachusetts. The asking price was \$85,000, and we settled on \$63,000. The engine was shipped to Brindlee Mountain for refurbishment. Chief Ketchen will be traveling with our maintenance staff to inspect the vehicle thoroughly and see to it that all the refurbishment needs are addressed. Replacing the Engine 303 will significantly reduce the overall age of our fleet.

Engine 303 – The acquisition of a refurbished reserve engine will make it possible for the District to dispose of the oldest in our fleet. Engine 303 is a 1993 Pierce we took possession of when we merged with the Justice Fire Department. We have an offer for it already (without a broker) for \$5,000 Chief Ketchen is seeking permission to sell the engine once its replacement arrives.

Deputy Chief Dees:

Fire Prevention – Seventeen inspection activities in the month of September.

Software – No update.

Policy and Procedure Review and Update – Safety Committee policies

Incident Counts – Last month: Incidents 332 with 250 being rescue/EMS incidents. COVID suspected: 199; Confirmed: 46 (since 3/1/2020)

Commissioners:

The Commissioners will meet for their quarterly meeting immediately following the October 13, 2020 Trustee meeting.

Attorney:

No report.

NEW BUSINESS

None.

**UNFINISHED
BUSINESS**

None.

**GOOD OF THE
ORDER**

None.

**CLOSED
SESSION**

None.

ADJOURNMENT

A motion was made by Trustee Stratakos to adjourn at 6:25 p.m. Seconded by Trustee Bernardoni. Ayes: Trustees Bernardoni, Stratakos, and Lorenz: Nays: None; Motion carried.

*Open Session Minutes prepared by: Lisa Berger
Approved: 11/10/2020*