

**ROBERTS PARK FIRE PROTECTION DISTRICT
BOARD OF TRUSTEES MEETING
September 8, 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
Administrative Assistant Don Fontana
Recording Secretary Lisa Berger

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

Absent: Commissioner Ron Weszelits, Attorney Ryan

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 August 11, 2020. Seconded by Trustee 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 August 2020 in the amount of \$115,366.26. 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 August 30, 2020 Treasurer's report. This report includes monthly payroll totals of \$197,338.97. 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.

REPORTS

Chief Ketchen:

Surplus Engine – The wire transfer from the Argentinians has finally come through. BP Fire Apparatus will hand deliver a check for \$18,000. The exporter will arrange for its removal from the property.

I-294 Corridor Reconstruction – Chief Ketchen signed the final document approving the Toll Authority’s use of our field for staging equipment. In exchange for this usage, they have committed to replacing our concrete apron.

Parking Lot Repairs – The parking lot at Station #1 is underway, although progress has been hampered a bit by the weather. At the northeast corner of the property, a three-foot diameter tree stump was discovered just beneath the surface. Our on-duty crew rented a stump grinder and took it down to a safer depth.

Fleet Status – The District has been plagued with some mechanical issues which have forced both houses into “reserve rigs.” Our reserve rigs are both from the Justice Fire Department and are 27 and 19 years old. Chief Ketchen is searching for a newer, clean, used vehicles that would serve us well as reserve units.

Deputy Chief Dees:

Fire Prevention – Thirty-eight inspection activities in the month of August.

Software – No update.

Policy and Procedure Review and Update – Safety Committee policies

Incident Counts – Last month: Incidents 391 with 288 being rescue/EMS incidents.

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 6:15 p.m. Seconded by Trustee Bernardoni. Ayes: Trustees Bernardoni, Stratakos, and Lorenz: Nays: None; Motion carried.

Open Session Minutes prepared by: Lisa Berger

Approved on: October 13, 2020