

**ROBERTS PARK FIRE PROTECTION DISTRICT
BOARD OF TRUSTEES MEETING
JANUARY 14, 2025
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.

Secretary Stratakos led the reciting of the Pledge of Allegiance.

ROLL CALL

Present:

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

Absent: Commissioner Ken Osborne -Excused Absence

Others Present: On-Duty FF/PMs, Attorney Brian Miller, OM Stacey Collaros

ACKNOWLEDGEMENT OF GUESTS

President Bernardoni thanked the family and friends of member firefighters who were present at the meeting.

OPEN FLOOR

President Bernardoni opened the floor for public comments at 6:03 p.m. With no comments, questions, or concerns, President Bernardoni closed the floor for public comment at 6:04 p.m. Motion to close the floor was made by Secretary Stratakos, seconded by President Bernardoni.

Roll Call Vote - Ayes: Secretary Stratakos, President Bernardoni; Nays: None.

Motion carried.

CORRESPONDENCE RECEIVED

None.

ACKNOWLEDGEMENTS BY BOARD

President Bernardoni expressed thanks to The Justice-Willow Springs Water Commission. A name has been submitted to the Township of Lyons for appointment to fill the Board of Trustees vacancy.

Acknowledgement of the 30-year anniversary of Chief Jeffrey Ketchen at the Roberts Park Fire Protection District.

BOARD APPROVAL

Minutes

Motion to accept the Open Session Minutes of December 10, 2024, was made by Secretary Stratakos, seconded by President Bernardoni.

Roll Call Vote - Ayes: Secretary Stratakos, President Bernardoni; Nays: None.

Motion carried.

Motion to table the Executive Session Minutes of September 10, 2024, was made by Secretary Stratakos, seconded by President Bernardoni.

Roll Call Vote - Ayes: Secretary Stratakos, President Bernardoni; Nays: None.

Motion carried.

Accounts Payable/Treasurer's Reports

Motion to accept the Accounts Payable and Treasure's report for the month of December 2024, by Secretary Stratakos, seconded by President Bernardoni. Accounts Payable December 2024: \$135,569.59. Payroll December 2024: \$256,240.28. Roll Call Vote – Ayes: Secretary Stratakos, President Bernardoni; Nays: None. Motion carried.

Budget Review

Received as submitted.

REPORTS

Fire Chief Ketchen

2025 Tax Levy – The 2025 tax levy as well as the budget ordinance was filed with the Cook County Assessor on time.

Tower 305 Status – Tower 305 has returned. Our driver/operators are currently refamiliarizing themselves with the proper operational techniques since it has been gone for an extended period. Once all drivers are competent it will be placed in service. Once in service, Truck 309 will be taken offline for routine preventative maintenance.

Training – Uniformed members completed 387 hours of training in December. For the year ended December 31, 2024 a total of 8243 hours were logged. Of those, 5614 are eligible for ISO credit. In 2024, members attended \$26,450 of grant funded courses, which was a huge cost savings to district. Thirteen members obtained a new certification(s). Members have begun the required annual HR Training through our training platform.

Shift Realignment – Full-time shift changes have been made and begun.

Personnel – Stacey Collaros is adapting well. While there's been a lot to learn, she's adjusting well and really digging in and learning the nuances of the fire service. Firefighter Bikulcius is still recovering from a bicep injury and is expected to return to work later this month. Lieutenant Latimer has returned to full duty after a hip replacement.

Deputy Chief Spoo

Observations from Los Angeles regarding fires and fire fighters.

Incident Counts for December 2024 – 419 total incidents

74% EMS

26 Invalid Assists

7 MVAs in District

Aid Given vs Received – 29/34

Tollway: 12 responses (5 within our Fire District)

Lyons Twp: 251 responses with 55 in the Trace, 45 in Sterling Estates, 4 in Ashbury Woods

Palos Twp: 133 responses

Forest Preserve: 2 responses

Incident Counts for 2024 – 4851 total incidents (New record)

70% EMS

489 Invalid Assists

81 MVA's in District

Aid Given vs Received – 347/308

Tollway: 123 responses (53 within our Fire District)

Lyons Twp: 2797 responses with 747 in the Trace, 419 in Sterling Estates (increase), 76 in Ashbury Woods

Palos Twp: 1584 responses

Forest Preserve: 60 responses

Grants – The AFG grant application was submitted for 24 sets of turnout gear. Gathering information for OSFM station improvement grant to replace all windows at Station 1

Operations – Box Cards are updated and published. Shift trades have happened. Foreign Fire Board purchased a battery operated ram to assist with vehicle extrication.

Communications/IT – Still working with SWCD to get alerting system optimized.
SWAT – One High Risk Search Warrant in Worth

Commissioners: Working on the application process with National Testing Network.

Attorney: No report.

NEW BUSINESS

Chief Ketchen acknowledged and recognized various members for their service during a fire on January 2, 2024. Lt. Christopher Grazier, Firefighter James Evans, and Firefighter Michael Lapczynski (out on an ambulance call) received Letters of Commendation and Citations. Additionally, Letters of Commendation will be placed in the permanent files of Battalion Chief Walter Sherman, Lt. Ryan Latimer, Firefighter Frank Bonham, Firefighter Maxwell Furiasse, Firefighter Steve Larocco, and Firefighter Manuel Prado.

Certificates of Recognition were awarded to Battalion Chief Walter Sherman, Lt. Eric Baron, and Firefighter Nicholas Hooten for their work on the Stationhouse kitchen and dayroom remodel.

UNFINISHED BUSINESS

None.

COMMITTEE OF THE WHOLE

None.

GOOD OF THE ORDER

None.

CLOSED SESSION

None.

ADJOURNMENT

Motion to adjourn the meeting at 6:23 p.m. was made by Secretary Stratakos, seconded by President Bernardoni. Roll Call Vote - Ayes: Secretary Stratakos, President Bernardoni; Nays: None.
Motion carried.

Open Session Minutes prepared by Stacey Collaros, Office Manager
Approved: February 11, 2025