

**ROBERTS PARK FIRE PROTECTION DISTRICT
BOARD OF TRUSTEES MEETING
October 8, 2024
MINUTES**

**CALL TO
ORDER**

The regular meeting of the Roberts Park Fire Protection District Board of Trustees was called to order at 7:04 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 Ron Weszelits
Commissioner Ken Osborne
Commissioner Tim Dooley
Administrative Advisor Don Fontana

Absent:

Others Present: On-Duty FF/PMs, Attorney Brian Miller, OM Lisa Berger

ACKNOWLEDGEMENT OF GUESTS

None.

OPEN FLOOR

President Bernardoni opened the floor for public comments. With no comments, President Bernardoni closed the floor for public comment at 7:05 p.m.

CORRESPONDENCE RECEIVED

The Board received a letter from MABAS Illinois regarding any FOIA requests for MABAS Box Alarm cards should be denied.

SWEARING IN CEREMONY

Board of Trustees Secretary, Steve Stratakos issued the Oath of Office to Brian Herrera for the position of full-time Firefighter/Paramedic. FF/PM Herrera's girlfriend, Emily Gippe, performed the pinning of his badge. In attendance for the swearing in ceremony were on duty District members, family and friends of FF/PM Herrera.

A motion was made at 7:10 p.m. by President Bernardoni to recess for cake and coffee. Seconded by Secretary Stratakos. Roll Call Vote Ayes: Secretary Stratakos, President Bernardoni; Nays: None. Motion carried.

The meeting resumed at 7:11 p.m. with all Trustees present.

BOARD APPROVAL

Minutes

Motion to accept the Open 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.

The Executive Session meeting minutes of September 10, 2024 were tabled.

Accounts Payable/Treasurer's Reports

Motion to accept the Accounts Payable report for the month of September 2024 by Secretary Stratakos, seconded by President Bernardoni. Accounts Payable September 2024: \$466,343.37. Payroll September 2024: \$244,759.55. Roll Call Vote – Ayes: Secretary Stratakos, President Bernardoni; Nays: None; Motion carried.

Budget Review

Received as submitted.

REPORTS

Fire Chief Ketchen

BC/BS Renewal - Fire Chief Ketchen submitted the renewal notice for our health plan reflecting a 6.53% increase. Our broker is currently negotiating with BC/BS to reduce the renewal increase.

Foreign Fire Insurance – The Illinois Municipal League has issued our annual Foreign Fire Insurance payment in the amount of \$35,616.75.

Fire Prevention Month – October is Fire Prevention Month. There are numerous public events scheduled, including school visits, our open house, and several Halloween-themed events. Fire District personnel can view the calendar in our member portal.

Training – One member has completed the Fire Apparatus Engineer course, and another is currently enrolled in the Fire Investigator course.

Total training hours for September: 312

Open House – Roberts Park will host an annual Open House on Saturday, October 13 from 11am – 2pm. It's a great opportunity to engage the public and showcase our operation.

Personnel – Two members are still recovering from on-duty injuries. One Lieutenant will be having surgery and is expected to be off-duty for several months.

Deputy Chief Spoo

Incident Counts for September 2024 – 428 total incidents (64% EMS)

71 Invalid Assists

14 MVAs

Aid Given vs Received – 23/33

Tollway: 7 responses (5 w/in our Fire District)

Lyons Twp: 274 responses with 71 in the Trace, 43 in Sterling Estates, 10 in Ashbury Woods

Palos Twp: 129 responses

Forest Preserve: 4 responses

Grants – **AFG** – All awards have been given out, we have not received any award notification.

We have decided against applying for the OSFM small equipment grant, as most monies are almost entirely directed to downstate departments in desperate financial need.

Operations – All SCBAs have had their annual flow test, and the SCBA cylinders have had their five-year hydrostatic tests.

On 9/12/24, we responded to a mobile home fire in Sterling Estates. Fire destroyed two homes. One home was occupied, and one resident sustained minor injuries. Crews did an excellent job preventing further fire spread.

No feedback yet from ISO.

Communications/IT – Obtaining quotes for a replacement phone system at Station #2. The phones remain inoperable and fixing them would not be cost effective. All calls are currently routed to Station #1.

SWCD continues to tweak the new alerting system to get the most out of the system and to work better with non-SWCD departments.

SWAT – Provided medical support for the annual training in Missouri.

MISC – Deputy Chief Spoo attended the IFCA/IAFPD conference in Peoria.

Commissioners: The Commissioners held their Quarterly meeting prior to tonight's meeting.

The Commissioners have presented the Board with a membership packet with pricing to provide FF/PM testing services from The National Testing Network for approval at the November 12, 2024 Board of Trustees meeting.

Attorney: No report.

NEW BUSINESS

Motion for the Board to receive advanced notice of each public event the District personnel will participate in, at least thirty days in advance of each event, was made by Secretary Stratakos, seconded by President Bernardoni. Roll Call Vote - Ayes: Secretary Stratakos, President Bernardoni; Nays: None. Motion carried.

Legal Public Notice

Motion to post the Legal Notice of FY-24-25 Budget Hearing on November 12, 2024 was made by Secretary Stratakos, seconded by President Bernardoni. Roll Call Vote - Ayes: Secretary Stratakos, President Bernardoni; Nays: None. Motion carried.

OM Berger Employment Contract

Motion to accept the employment contract for Office Manager Berger as presented was made by Secretary Stratakos, seconded by President Bernardoni. Roll Call Vote - Ayes: Secretary Stratakos, President Bernardoni; Nays: None. Motion carried.

RFP – Accounting Services

Motion to post the Request for Proposals – Accounting Services, with a submission deadline of November 8, 2024, 3:00 p.m., was made by Secretary Stratakos, seconded by President Bernardoni. Roll Call Vote - Ayes: Secretary Stratakos, President Bernardoni; Nays: None. Motion carried.

UNFINISHED

BUSINESS

None.

COMMITTEE OF THE WHOLE

None.

GOOD OF THE ORDER

None.

CLOSED SESSION

None.

ADJOURNMENT

Motion to adjourn the meeting at 7:28 p.m. was made by Secretary Stratakos, seconded by President Bernardoni. Upon voice vote, the motion carried.

Open Session Minutes prepared by Lisa Berger, Office Manager

Approved: Approved November 12, 2024