

**ROBERTS PARK FIRE PROTECTION DISTRICT
BOARD OF TRUSTEES MEETING
September 12, 2023
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 Ron Weszelits
Commissioner Ken Osborne
Administrative Advisor Don Fontana

Absent: Commissioner Tim Dooley

Others Present: Recording Secretary Berger, On-Duty FF/PMs, Attorney Brian Miller

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 6:02 p.m.

CORRESPONDENCE RECEIVED

None received.

BOARD APPROVAL

Minutes

Motion to accept the Open Session Minutes of August 8, 2023, 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/Treasurer's reports for the month of August 2023 by Secretary Stratakos, seconded by President Bernardoni. Accounts Payable August 2023: \$131,518.61; Payroll August 2023: \$244,518.19. Roll Call Vote – Ayes: Secretary Stratakos, President Bernardoni; Nays: None; Motion carried.

Budget Review

Fire Chief Ketchen expects to present the Board with a draft version of the 2023-2024 budget at the October 10, 2023 meeting. The Budget Ordinance hearing will take place November 14, 2023.

REPORTS

Fire Chief Ketchen:

ISO Evaluation – The Insurance Services Office sent notification that they would like to evaluate our organization on February 1, 2024. This is a periodic process that assesses our ability to meet the fire protection demands of the community.

Labor Management Meeting – At our last labor management meeting, we discussed creative ways to reduce overtime. The union is committed to working with the administration to address this issue.

Dayroom Update – Our members have chosen to update the dayroom at Station #1 using their Foreign Fire funds. The extent and direction of the remodel is yet to be determined, but much needed improvements are underway.

New Hire – We have hired David Shaw after one of the candidates we were processing declined the job offer.

Training – Roberts Park personnel logged 622 hours of training in August.

Fleet Status - Progress continues on Truck 309 with respect to minor refurb work. It should return to us this week so that we can outfit it with equipment and put it in service.

Public Outreach – We will be hosting an open house on October 7th. Firefighter Scanlon has been busy planning the event and organizing activities for area youths.

Personnel – Lt. Grazier has been cleared to return to duty without restrictions after his injury. Lt. Byrd is seeking medical attention for an elbow injury.

Deputy Chief Spoo:

Incident Counts August 2023 – 386 total incidents (69% EMS)

Aid Given vs Received – 25/37

Tollway: 16 responses (8 w/in our Fire District)

Lyons Twp: 214 responses with 59 in the Trace, and 40 in Sterling Estates

Palos Twp: 134 responses

Forest Preserve: 53 responses

Grants – Fit-test machine purchased and received – reimbursement funds requested from FEMA.

Operations – Station #2 served in a standby capacity for the first lady's motorcade.

With the elimination of local/express lanes, we returned to standard response for EMS calls on the tollway.

Communications – The new alerting system is still scheduled for installation at the end of September.

SWAT – Assisted Willow Springs with their annual Willow Fest.

Commissioners:

No report.

Attorney: No report.

NEW BUSINESS

None.

UNFINISHED BUSINESS

None.

COMMITTEE OF THE WHOLE

None.

DECENNIAL COMMITTEE

President Bernardoni appointed the following members to the Decennial Committee: President Bernardoni, Secretary Stratakos, Justice resident, Tim Broniewicz, Commissioner Tim Dooley, Commissioner Ken Osborne, Commissioner Tim Weszelits, Don Fontana, and ex officio members, Fire Chief Ketchen, Deputy

Chief Spoo. The next meeting of the Decennial Committee will be held during the next meeting of the Board of Trustees on October 10, 2023, proper notice will be posted accordingly.

GOOD OF THE ORDER

President Bernardoni commended the Rank and File for their efforts in providing safety with downed power lines after the storm.

CLOSED SESSION

None.

ADJOURNMENT

Motion to adjourn the meeting at 6:28 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: October 10, 2023