



**CRETE TOWNSHIP  
FIRE PROTECTION DISTRICT**

26730 S. Stoney Island  
Crete, Illinois 60417-4746  
Phone: 708.672-3111 Fax: 708.672-4596  
**EMERGENCY: DIAL 911**  
www.cretetwpfire.com



A large, stylized handwritten signature in black ink, likely belonging to a trustee or official.

**MINUTES FROM THE JUNE 2019 CTFPD TRUSTEES' MEETING**

**June 17, 2019**

**Crete Township Fire Protection District – Station #41  
26730 S. Stoney Island  
Crete, IL 60417**

**7:00 PM – Meeting was called to order by Trustee Miller.**

**Pledge of Allegiance**

**Roll Call:** Present - Trustee Miller, Trustee Rosandich, Trustee Zimmerman, Attorney Gilbert, Chief Panega, Assistant Chief Radtke, Captain Swanson  
Absent - Captain Grove, Lieutenant Moeller, Lieutenant Haemker

**Assignment of Trustee Board Titles:**

The assignment of Trustee Board Titles is required following the April 2019 election and re-election of Trustee Miller.

Motion by Trustee Zimmerman to retain all officers in their current positions: Trustee Miller – President, Trustee Rosandich – Treasurer and Trustee Zimmerman – Secretary. Second Trustee Miller. Motion carried. (3-yes, 0-no)

**Appointment of District OMA & FOIA Officers:**

Motion by Trustee Miller to appoint Mindi Claus the District OMA & FOIA Officer. Second Trustee Rosandich. Motion carried. (3-yes, 0-no)

**Public Hearing:** **Tentative Budget for Fiscal Year 2019/2020** – Motion to open the public hearing at 7:04 PM by Trustee Miller. Second Trustee Zimmerman. Motion carried. (3-yes, 0-no)

Posting and publication regarding the tentative budget has been met as required by statute. No one from the public was present for comment.

Motion to close the public hearing at 7:05 PM by Trustee Miller. Second Trustee Rosandich. Motion carried. (3-yes, 0-no)

**Secretary's Report:** Motion was made by Trustee Miller to accept the minutes of the May 13, 2019 meeting. Second Trustee Rosandich. Motion carried. (3-yes, 0-no)

**Treasurer's Report:** Treasurer's Report was read by Trustee Rosandich. Motion to accept the Treasurer's Report by Trustee Miller. Second Trustee Zimmerman. Motion carried. (3-yes, 0-no)

**Fire Call Report:** Written report presented - 114 calls were reported for the month of May.

**EMS Report:** Written report submitted. All members are current with Moodle. The chassis for the new ambulance is in; construction has started on the box.

**Training Officer:** Written report submitted. Members listed are working on completing outstanding trainings. Request for burn permit is being reviewed by the state.

**Grant Summary:** Written report presented. Engineer is calculating numbers on the construction of the LED sign. CTFPD may have to lower the pole an additional foot. No word has been received on the outstanding grant award notifications.

**Fire Prevention:** Written report presented. Inspections are in process. Village Woods installed fire hoses next to the stand pipes on all floors.

**Assistant Chief:** Written report submitted. There is still one open spot on the Kurtz contract. CTFPD has received no applications from the mailing to recruit paid-on-call members. Ladder testing is scheduled for June. Hose testing is 90% complete. Pricing is being finalized for the purchase of mobile data computers for front line vehicles. Andres Medical and Fire Recovery billing are current.

**Chief's Report:** Written report was presented. Several lengths of hose have reached their life expectancy and were donated to the Lincoln Park Zoo. Unit #E43 had the front springs replaced.

Chief Panega presented an estimate to have the evergreens cut back from the building, eight maple trees removed and eight blue spruce trees 7-8 feet in height planted at Station #41. Upon review, District Trustees agreed to have Roy Erikson Outdoor Maintenance complete the proposed landscaping for \$4,200.00.

**Approval of Bills:** Motion to accept bills as submitted by Trustee Miller. Second Trustee Rosandich. Motion carried. (3-yes, 0-no)

**Communications:** **Laraway Communications Center – Thank You** - A thank you was received from Laraway Communications Center for the donation of gifts during Telecommunications Week.

**Old Business:** **Approve Ordinance #6-17-2019-1 – An Ordinance Fixing the Budget and Making Appropriations for the Crete Township Fire Protection District for Fire Protection and Ambulance Service for the Fiscal Year Ending April 30, 2020 - Motion to approve Ordinance #6-17-2019-1 – An Ordinance Fixing the Budget and Making Appropriations for the Crete Township Fire Protection District for Fire Protection and Ambulance Service for the Fiscal Year Ending April 30, 2020 by Trustee Miller. Second Trustee Rosandich. Motion carried. (3-yes, 0-no)**

**New Business:** Attorney Gilbert reported Fire Protection Districts are no longer required to pass an annual Prevailing Wage Resolution. Although, districts are still expected to follow the rates established by IDOL and continue reporting as in the past.

**Authorize Signing of Engagement Letter for Audit – Mueller & Co., LLP – District Trustees voted to remain with Mueller & Co., LLP at the May 13, 2019 meeting. Letter was signed by Trustee Miller.**

**Adopt Changes to Rules & Regulations Regarding Training Hours – Chief Panega presented a modification to the current Rules & Regulations regarding training requirements due to the addition of online training. Proposed changes will establish a timeframe for online training to be completed, address training requirements for part-time employees and allow enforcement if requirements aren't met. Motion by Trustee Miller to adopt the proposed changes to the Rules & Regulations regarding training hours. Second Trustee Zimmerman. Motion carried. (3-yes, 0-no)**

**Discuss Rescheduling July 8<sup>th</sup> District Meeting – Trustees agreed to reschedule the July 8<sup>th</sup> District Meeting to July 15<sup>th</sup> at 7:00 pm due to the 4<sup>th</sup> of July holiday, allowing additional time for the completion of the financial reports. Change in meeting date to be published in the newspaper.**

**Closed Session:** None.

**Citizens Speak:** No one from the public was present for comment.

**Motion to Adjourn the June 17, 2019 meeting at 7:34 PM by Trustee Miller. Second Trustee Rosandich. Motion carried.**