



**CRETE TOWNSHIP
FIRE PROTECTION DISTRICT**

26730 S. Stoney Island
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MINUTES FROM THE SEPTEMBER 2019 CTFPD TRUSTEES' MEETING

September 9, 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, Chief Panega, Assistant Chief Radtke, Captain Swanson, Lieutenant Moeller
Absent - Captain Grove, Lieutenant Haemker

Secretary's Report: Motion was made by Trustee Miller to accept the minutes of the August 12, 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 - 131 calls were reported for the month of August.

New Business: **Approve Fiscal Year 2018/2019 Annual Audit Report** – Ed McCormick, of Mueller & Co., LLP, presented the Annual Audit Report for the fiscal year ending April 30, 2019 and reviewed the report in detail with Trustees. Overall, the audit is consistent with previous years and the District's assets exceed liabilities resulting in a positive net financial position.

EMS Report: Written report submitted. The new ambulance is expected to be complete and ready for pick up in the next two weeks.

Training Officer: Written report submitted. Members listed are working on completing outstanding trainings.

Grant Summary: Written report presented. The LED sign has been installed; training on the software will take place tomorrow. CTFPD has been awarded a \$53,000.00 grant for the installation of a Diesel Exhaust Removal System at Station #42. No word has been received on the remaining outstanding grant award notifications.

- Fire Prevention:** Written report presented, including the current status of inspections. A number of violations were found at HITS Balmoral; working with management to correct the issues. Working with management to get the inspection completed at Country Mart Liquors.
- Assistant Chief:** Written report submitted. Firefighter/Paramedic Allred has accepted the remaining open Kurtz position, will be testing into the Silver Cross system and is completing the required training. One applicant is going through the hiring process for part-time. Ladder and Hose testing are complete. Pump testing is complete. Units #E40 and #E41 will have small repairs to a couple valves by Mark Bachert in the next month. Andres Medical and Fire Recovery billing are current.
- Chief's Report:** Written report was presented. Quarterly payroll was issued last week. The Firefighter's Association picnic was held Saturday, September 7th. CTFPD received a complaint from a resident regarding a dispatcher hanging up on them during a call. A complaint was filed by CTFPD with Laraway and the dispatcher has been disciplined.
- Approval of Bills:** Motion to accept bills as submitted by Trustee Miller. Second Trustee Rosandich. Motion carried. (3-yes, 0-no)
- Communications:** **Chicago Heights Fire Department – Thank You** - A thank you was received from Chicago Heights Fire Department for responding to a box alarm at 1131 S. Arnold on August 20th.
- Will County Land Use Department – Rezoning Request for 24626 S. Stoney Island, Crete IL** - Notification received from Will County regarding a rezoning request for the purpose of subdividing the property into two parcels at 24626 S. Stoney Island, Crete IL. Agreed no action be taken to intervene by CTFPD.
- Old Business:** None.
- New Business:** **Approve Fiscal Year 2018/2019 Annual Audit Report** - Trustee Miller made a motion to approve the Annual Audit Report for fiscal year 2018/2019. Second Trustee Zimmerman. Motion carried. (3-yes, 0-no)
- Declare 2006 Ford Van Type 3 Medtec E450 Ambulance (Unit #A41) Surplus Property** - Chief Panega asked Trustees to declare the 2006 Ford Van Type 3 Medtec E450 Ambulance (Unit #A41) surplus property. CTFPD will be selling the unit at a later date, once the new ambulance is received and in service. The Chief asked Trustees for input on the sale price of the unit. Trustees agreed the minimum bid start at \$10,000.00.

Motion by Trustee Miller to declare the 2006 Ford Van Type 3 Medtec E450 Ambulance (Unit #A41) surplus property. Second Trustee Rosandich. Motion carried. (3-yes, 0-no)

Approve Zoll Monitor/Defibrillator Service Contract – Bio-Tron Inc. – Trustee Miller made a motion to sign the annual service contract for the cardiac monitors with Bio-Tron, Inc. Second Trustee Rosandich. Motion carried. (3-yes, 0-no)

Authorize Signing of Life Insurance Renewal Rates – Trustmark Life Insurance Company – Motion by Trustee Miller to accept the renewal offer on the department life insurance through IAFPD. There will be no change in rates for this year. Second Trustee Rosandich. Motion carried. (3-yes, 0-no)

Discuss/Approve Heat Exchanger Replacement on 2 Furnaces at Station #41 – Merts HVAC – Chief Panega stated during the routine maintenance on the furnaces at Station #41, Merts HVAC found holes in the heat exchanger on two of the units. Options are to replace the heat exchangers for \$5,063.00 or install four phase monitor control devices for \$2,400.00. Trustees directed Chief Panega to ask if there are any other options and get a second opinion before making a decision.

Set Levy Workshop Date – District Trustees agreed to schedule the Levy Workshop date for October 7th, following the next District Meeting.

Closed Session: None.

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

Motion to Adjourn the September 9, 2019 meeting at 7:55 PM by Trustee Miller. Second Trustee Zimmerman. Motion carried.