



**CRETE TOWNSHIP
FIRE PROTECTION DISTRICT**



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EMERGENCY: DIAL 911

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MINUTES FROM THE MARCH 2020 CTFPD TRUSTEES' MEETING

March 9, 2020

Crete Township Fire Protection District – Station #41

26730 S. Stoney Island

Crete, IL 60417

A handwritten signature in black ink, appearing to be "M. Miller", written over the right side of the meeting information.

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

Pledge of Allegiance

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

Secretary's Report: Motion was made by Trustee Miller to accept the minutes of the February 10, 2020 meeting. Second Trustee Rosandich. Motion carried.
(2-yes, 0-no, 1-absent)

Treasurer's Report: Treasurer's Report was read by Trustee Rosandich. Motion to accept the Treasurer's Report by Trustee Miller. Second Trustee Rosandich. Motion carried. (2-yes, 0-no, 1-absent)

Fire Call Report: Written report presented - 87 calls were reported for the month of February.

EMS Report: Written report submitted. A PO was approved by Trustees in the amount of \$30,863.86 for the purchase of a new Zoll X-Series Cardiac Monitor. The additional monitor will no longer require the switching of equipment if an ambulance is out of service. All members are current with Moodle.

Training Officer: Written report submitted. There were system issues with member log-ins resulting in incomplete trainings for the month of February.

Grant Summary: Written report presented. The grant for the LED sign at Station #42 has been closed. Installation of the Diesel Exhaust Removal system is complete.

Fire Prevention: Written report presented. Lt. Chris Moeller attended Fire Inspector I class the week of February 17th. Fire inspections are being assigned and will begin April 1st. Fire Prevention Open House is scheduled for September

26th. In discussions with Village Woods to plan an evacuation drill later this year.

Assistant Chief: Written report submitted. The Kurtz contract is now down two members. A Kurtz meeting is scheduled with the supervisors of CTFPD's account representative to discuss the issue regarding new applicants. One new POC member has completed the hiring process. Firefighter/Paramedic Allred has moved from the full-time Kurtz contract to part-time with Kurtz and CTFPD. Standard Operating Guidelines for the Mobile Data Terminals and the Diesel Exhaust System have been completed. Andres Medical and Fire Recovery billing are current.

Chief's Report: Written report was presented. Working with Cheryl Albrecht on a grant program through Country Financial. CTFPD is able to obtain \$750.00 and will be asking for a Reveal Fire PRO handheld thermal imaging camera. Station #41 is being utilized by local police K9 units for training and Prairie State College for the Firefighter Academy. Half of the lighting at Station #41 has been changed over to LED.

Approval of Bills: Motion to accept bills as submitted by Trustee Miller. Second Trustee Rosandich. Motion carried. (2-yes, 0-no, 1-absent)

Communications: **Steger Fire Department – Thank You** - A thank you was received from Steger Fire Department for responding to a fire at 3750 Stella Blvd. on February 18th.

Crete Fire Department – Thank You - A thank you was received from Crete Fire Department for allowing them to utilize a CTFPD engine while Crete's engine was out of service.

Old Business: **Discuss Providing Emergency Services Coverage to Steger Estates** – Trustee Miller stated he presented Steger Estates with a list of questions to get a better understanding of exactly what they are looking for in regards to CTFPD providing coverage. CTFPD is waiting on a response.

New Business: **Letter of Resignation – Anthony Lopez** – Motion to accept the letter of resignation from Anthony Lopez by Trustee Miller. Second Trustee Rosandich. Motion carried. (2-yes, 0-no, 1-absent)

Discuss / Approve Renewal of Insurance – Corkill Insurance – Chief Panega presented Trustees with a proposal from Corkill Insurance regarding the annual renewal for insurance. There was a premium increase of approximately \$1,800.00. A large amount of the increase is due to the additional coverage for Sexual Abuse & Molestation. CTFPD's agent has recommended dropping this additional coverage, which is intended more for churches, schools, clubs and day care centers. Discussion was had.

Trustees agreed a decision will be made at the April District Meeting after they have time to review the proposal.

Adopt Changes to Rules & Regulations – Organization Chart – Chief Panega proposed a change to the Rules & Regulations Organization Chart by creating the position of Deputy Chief. The Deputy Chief would rank above the Assistant Chief and the Assistant Chief would answer to the Deputy Chief. The salary for both the Deputy and Assistant Chiefs would be the same. Motion to adopt the change to the Rules & Regulations – Organization Chart to create the position of Deputy Chief by Trustee Miller. Second Trustee Rosandich. Motion carried. (2-yes, 0-no, 1-absent)

Closed Session: **Personnel** - Motion to go into Closed Session for the purpose of discussing personnel at 7:27 pm by Trustee Miller. Second Trustee Rosandich. Motion carried. (2-yes, 0-no, 1-absent)

Motion to come out of Closed Session at 7:48 pm by Trustee Miller. Second Trustee Rosandich. Motion carried. (2-yes, 0-no, 1-absent)

Trustee Miller stated discussion during Closed Session was regarding personnel. No action was taken.

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

Motion to Adjourn the March 9, 2020 meeting at 7:49 PM by Trustee Miller. Second Trustee Rosandich. Motion carried.