



**CRETE TOWNSHIP
FIRE PROTECTION DISTRICT**

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MINUTES FROM THE APRIL 2020 CTFPD TRUSTEES' MEETING

April 13, 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".

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
Absent - Captain Grove, Lieutenant Moeller, Lieutenant Haemker

Secretary's Report: Motion was made by Trustee Miller to accept the minutes of the March 9, 2020 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)

Recognition of Service – Trustee Mark Rosandich – Trustee Miller thanked Trustee Mark Rosandich for twelve years of service to the Crete Township Fire Protection District. Trustee Rosandich has resigned from his elected position, effective April 13, 2020, due to moving outside of the District.

Oath of Office – Trustee Appointed to Vacant Position – Trustee Miller stated an ad had been placed in the newspaper to fill the vacancy on the District Board. One applicant submitted a letter of interest and an interview had been conducted. Motion was made by Trustee Miller to appoint Raymond Peterlin to the unexpired term of Trustee/Treasurer until he will be required to run for election in April of 2021 if he so chooses. Second Trustee Zimmerman. Motion carried. (2-yes, 0-no, 1-vacancy) The Oath of Office was administered to Raymond Peterlin by Secretary Claus.

Fire Call Report: Written report presented - 106 calls were reported for the month of March.

EMS Report: Written report submitted. The new Zoll X-Series Cardiac Monitor has been delivered and will be placed in service once software updates have been completed. COVID-19 procedures were put into place early in

March for handling, documenting and disinfecting the ambulance for transports. All members are current with Moodle.

Training Officer: Written report submitted. Tuesday night trainings have been canceled due to the Stay-Home order.

Grant Summary: Written report presented. The grant for the LED sign at Station #42 has been closed. The SAFER Grant dates were released yesterday; more information will be forthcoming.

Fire Prevention: Written report presented. All fire inspections and the evacuation drill at Village Woods are postponed due to COVID-19. Plans have been reviewed for a new storage facility on Dixie Highway and solar energy plant on Goodenow Road.

Assistant Chief: Written report submitted. Two of the three vacant positions on the Kurtz contract have been filled. Firefighter/Paramedic Veste will be returning as a paid-on-call member. A number of part time members are not allowed to work secondary employment due to the COVID-19 pandemic. CTFPD has waived the 36 hour rule allowing members to work additional shifts to fill open spots on the schedule. Due to concerns of COVID-19 with a high risk population at Village Woods, management has agreed staff will move patients from their unit to the terrace level/back door for transport. This will limit possible exposure to the residents and crew members. The cell signal booster installation project has been completed with the final install at Station #41.

Chief's Report: Written report was presented. CTFPD is receiving several Birthday Drive-by requests and is trying to accommodate as many when possible. A donation of a large amount of cleaning supplies was received from Amazon. A grant was received from IPRF in the amount of \$6,284.00 which will be used for the purchase of BarriAire Complete Coverage Hoods and a Stairmaster Stepmill. A refund check was also received from IPRF in the amount of \$5,186.00 as a result of the Work Comp Audit. A grant in the amount of \$750.00 was received from Country Financial – Operation Helping Heroes and will be used for the purchase of a thermal imaging camera.

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

Communications: **Firefighter/Paramedic Aaron Anderson – Thank You** - A thank you was received from Firefighter/Paramedic Aaron Anderson and his family for the kindness shown after his mother passed away.

Old Business: **Discuss Providing Emergency Services Coverage to Steger Estates –** Trustee Miller stated he has received no response from Steger Estates.

Approve Renewal of Insurance – Corkill Insurance - A proposal for the renewal of insurance was reviewed by Trustees. After dropping the Sexual Abuse & Molestation policy, the premium for coverage is \$28,072.00. Motion by Trustee Miller to approve the renewal of insurance for the District with Corkill Insurance. Second Trustee Zimmerman. Motion carried. (3-yes, 0-no)

New Business: **Letter of Resignation – Christopher Gayton –** Motion to accept the letter of resignation from Christopher Gayton by Trustee Miller. Second Trustee Zimmerman. Motion carried. (3-yes, 0-no)

Promotion of Officers – Chief Panega asked the District Board to consider promoting Assistant Chief Don Radtke to Deputy Chief and Captain Mark Swanson to Assistant Chief in order to keep the District moving forward in the proper direction. Motion to promote Assistant Chief Don Radtke to Deputy Chief and Captain Mark Swanson to Assistant Chief effective May 1, 2020 by Trustee Miller. Second Trustee Zimmerman. Motion carried. (3-yes, 0-no)

Approve Contract for Firefighter/EMS Service – Trustee Miller made a motion to approve a 13 month contract, which includes an increase in the base salary, with Kurtz Paramedic Service starting April 1, 2020. Second Trustee Zimmerman. Motion carried. (3-yes, 0-no)

Discuss / Approval of Pay Raises - Tabled until next meeting.

Set Meeting Date to Close Fiscal Year 2019/2020 - District Trustees agreed to hold a meeting Wednesday, April 29, 2020 at 3:30 pm at Station #41 for the purpose of approving any remaining bills and closing the Fiscal Year 2019/2020.

Closed Session: None.

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

Motion to Recess the April 13, 2020 meeting at 7:41 PM by Trustee Miller. Second Trustee Zimmerman. Motion carried.