



**CRETE TOWNSHIP
FIRE PROTECTION DISTRICT**



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MINUTES FROM THE MAY 2020 CTFPD TRUSTEES' MEETING

May 11, 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 in a cursive style.

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

Pledge of Allegiance

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

Secretary's Report: Motion was made by Trustee Miller to accept the minutes of the April 13, 2020 meeting. Second Trustee Zimmerman. Motion carried. (3-yes, 0-no)

Motion was made by Trustee Miller to accept the minutes of the April 29, 2020 meeting. Second Trustee Peterlin. Motion carried. (3-yes, 0-no)

Treasurer's Report: Treasurer's Report was read by Trustee Peterlin. 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 - 106 calls were reported for the month of April.

Presentation of Operation Helping Hero's Grant Award – Cheryl Albrecht, of Country Financial, awarded Crete Township Fire Protection District a \$750.00 grant from Operation Helping Hero's. The funds were used to purchase a Thermal Imaging Camera.

EMS Report: Written report submitted. Three members did not complete Moodle for the month of April. Two members are not allowed to work secondary employment during the pandemic and the third member had technical issues with the system. Crew members are now required to record temperature checks every 12 hours. Unit #A43 had the DPF replaced due to a cracked filter. Due to the pandemic, IDPH inspections will be completed by the department and mailed in for license renewal.

- Training Officer:** Written report submitted. Members who are two months behind with online training have been given a deadline of May to complete them.
- Grant Summary:** Written report presented. No word has been received on the outstanding grant award notifications.
- Fire Prevention:** Written report presented. Plans for three solar power fields on Goodenow Road have been sent to FSCI for review. Trouble alarms should be clear and back in service.
- Assistant Chief:** Written report submitted. The Kurtz contract has returned to full staff. Firefighter/Paramedic Veste has returned as a part-time/paid-on-call member. ISO is on schedule this year. CTFPD members were recognized for stepping up to assist in filling open shifts due to a number of members not allowed to work secondary employment during the COVID-19 pandemic.
- Chief's Report:** Written report was presented. An Officer's Meeting was held on Wednesday, May 6th. Chief Panega stated he will be on vacation June 3rd – 13th; Deputy Chief Radtke will be available at the next District Meeting to handle any issues the Board may have.
- Approval of Bills:** Motion to accept bills as submitted by Trustee Miller. Second Trustee Peterlin. Motion carried. (3-yes, 0-no)
- Communications:** None.
- Old Business:** **Discuss Providing Emergency Services Coverage to Steger Estates** – Trustee Miller reported Steger Estates has decided emergency services coverage will remain as is; no changes will be made at this time.
- New Business:** **Approve Auditors & Accountant for Fiscal Year 2020/2021** – Motion by Trustee Miller to remain with Beckett Accounting for the 2020/2021 fiscal year. Second Trustee Zimmerman. Motion carried. (3-yes, 0-no)
- Motion by Trustee Miller to remain with Mueller & Co., LLP for the 2020/2021 fiscal year. Second Trustee Peterlin. Motion carried. (3-yes, 0-no)
- Approve Intergovernmental Agreement – MABAS 27** – Chief Panega presented an Intergovernmental Agreement with MABAS 27. The agreement covers the lending of assets/equipment between departments, acting as an insurance policy to cover departments in a time of need. If damage to the assets/equipment is incurred, the borrowing department is responsible for the repairs. All assets/equipment must be returned by the borrowing department when requested. Much discussion was had.

Trustee Peterlin requested Chief Panega verify the insurance company does not have any issues with lending of assets/equipment and coverage to damage. Motion to approve the Intergovernmental Agreement with MABAS 27 by Trustee Miller. Second Trustee Zimmerman. Motion carried. (3-yes, 0-no)

Closed Session: None.

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

Approve Tentative Budget for Fiscal Year 2020/2021 – Chief Panega presented the tentative Budget for Fiscal Year 2020/2021. He reviewed each line item on the Corporate and Ambulance side. Accident Revenue may decrease due to less people driving during the pandemic. Ambulance Revenue will remain at \$300,000.00 due to an increase in refusals and lift assists, which CTFPD does not charge for. \$80,000.00 has been allocated on the Corporate side and \$120,000.00 on the Ambulance side to the “Operating Reserve” allowing the District to operate during the first 40-45 days prior to receipt of the first tax distribution. \$175,000.00 has been allocated to “Vehicle Fund” on the Corporate side for the purchase of a new engine; reserved for the purchase at a future date. Additional funds in this account have been reserved for a new support vehicle. \$124,000.00 has been allocated to “Vehicle Fund” on the Ambulance side; \$100,000.00 for the purchase of a new ambulance at a future date and \$24,000.00 for a new support vehicle. \$45,000.00 has been allocated on the Corporate side and \$45,000.00 on the Ambulance side to “Maintenance - Building”. Projects include painting the exterior of Station #43, remodel bedrooms at Station #43 and repair the asphalt pavement; each to be split 50/50 between Corporate and Ambulance. The remaining balance owed for Station #41 is \$750,000.00 to be paid off January 15, 2024. Discussion was had regarding the line items and allocation of funds.

Motion to approve the tentative Budget for Fiscal Year 2020/2021 as presented by Trustee Miller. Second Trustee Zimmerman. Motion carried. (3-yes, 0-no)

Trustee Miller directed Chief Panega to contact Attorney Gilbert to prepare the required notices regarding the public hearing and Ordinance for the proposed budget.

Motion to Adjourn the May 11, 2020 meeting at 7:34 PM by Trustee Miller. Second Trustee Zimmerman. Motion carried.