



**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

**MINUTES FROM THE NOVEMBER 2020 CTFPD TRUSTEES' MEETING  
November 9, 2020  
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 Peterlin, Trustee Zimmerman, Chief Panega, Assistant Chief Swanson, Lieutenant Moeller  
Absent - Deputy Chief Radtke, Captain Grove, Lieutenant Haemker

**Secretary's Report:** Motion was made by Trustee Miller to accept the minutes of the October 5, 2020 meeting. Second Trustee Zimmerman. 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)

**New Business:** **Approve Fiscal Year 2019/2020 Annual Audit Report** – Ed McCormick, of Mueller & Co., LLP, presented the Annual Audit Report for the fiscal year ending April 30, 2020 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.

**Fire Call Report:** Written report presented - 141 calls were reported for the month of October.

**EMS Report:** Written report presented. Covid numbers are increasing. All members are monitoring temperatures, including students taking classes held at CTFPD through Prairie State College. Progress continues on the Hart Street bridge by St. Margaret Mercy South in Dyer. Looking into the purchase of two Lucas CPR Devices through the CARES Act, which are automated CPR devices to free up hands for other tasks during a full arrest.

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

**Grant Summary:** Written report presented. Installation of the Diesel Exhaust Removal System has begun at Station #43. Notification was received the last week of October

the SAFER Grant was denied. No word has been received on the remaining outstanding grant award notifications.

**Fire Prevention:** Written report submitted. Construction has started on the solar farm field located at 700 E. Goodenow Road. Deputy Chief Radtke met with FSCI to inspect and approve the sprinkler modification for New Hope Center.

**Deputy Chief:** Written report submitted. Firefighter/Paramedic Allred has resigned from the Kurtz contract to take a full-time position with Palos Heights Fire Protection District. CTFPD has hired Nicless Malley to fill one vacancy on the contract. An offer of employment has been extended to a second individual who is being processed by Kurtz. This will bring the district back to full staffing. An ad was placed on Facebook looking for part-time employees. All ISO testing is complete for 2020. Accident and ambulance billing are current. CTFPD has submitted approximately \$80,000.00 in payroll expenses incurred during the Covid pandemic to Will County for reimbursement through the CARES Act. Funds allocated to CTFPD are currently \$55,000.00 upon approval.

**Chief's Report:** Written report was presented. Two evergreens were replaced at Station #41. The Tuition Agreement with Prairie State College has come to an end. A \$700.00 credit for labor has been approved by Alexis for the incorrectly manufactured trunnion on Engine #43. A Lieutenant's test is planned for the beginning of the year with the intent of promoting one individual.

Due to the Covid pandemic, Chief Panega stated he was unable to use the majority of his vacation. His contract with the District allows the rollover of five days. He asked Trustees to consider allowing him to roll over ten days into the 2020/2021 calendar. District Trustees approved Chief Panega's request to roll over 10 days into the 2020/2021 calendar year.

Chief Panega requested Trustees consider a 10% raise for the new position/promotion of Deputy Chief Radtke over the current Assistant Chief's salary. District Trustees agreed a 10% raise be granted to Deputy Chief Radtke.

Chief Panega asked the Board for their thoughts on the annual Association Christmas party normally held on the first Friday of January. Trustees expressed concerns regarding current limits on gatherings per the state guidelines, the increasing number of Covid cases and the chance of hosting a party where multiple people could become infected. Trustees recommended the Association contact Scrementi's to find out if they are even booking parties for January or consider postponing the party until later in 2021.

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

**Communications:** **Charlene Tomlinson – Thank You** – Chief Panega stated he received a phone call from Charlene Tomlinson thanking the duty crew for emergency care provided.

**Jo Leung – Thank You** – A thank you was received from Jo Leung for members assisting her mother who stopped in the station when not feeling well.

**Old Business:** None.

**New Business:** **Approve Fiscal Year 2019/2020 Annual Audit Report** - Motion was made by Trustee Miller to approve the Annual Audit Report for Fiscal Year 2019/2020. Second Trustee Peterlin. Motion carried. (3-yes, 0-no)

**Approve Renewal of Workers Compensation Insurance – Illinois Public Risk Fund / Corkill Insurance** – A proposal for the renewal of the Workers Compensation Insurance was presented to Trustees for review. There is a decrease in the overall cost of the insurance in spite of payroll costs going up. Motion by Trustee Zimmerman to approve the renewal of Workers Compensation Insurance with Illinois Public Risk Fund / Corkill Insurance. Second Trustee Miller. Motion carried. (3-yes, 0-no)

Chief Panega asked for clarification on going out to bid for the refurb of Engine #43. Trustee Miller stated to publish the legal notice for bids to be opened at the December 14<sup>th</sup> District Meeting. Work on the unit is not to start before February 1, 2021.

**Closed Session:** None.

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

**Motion to Adjourn the November 9, 2020 meeting at 7:45 PM by Trustee Miller. Second Trustee Peterlin. Motion carried.**