



**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



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MINUTES FROM THE APRIL 2021 CTFPD TRUSTEES' MEETING

April 12, 2021

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, Deputy Chief Radtke, Assistant Chief Swanson, Lieutenant Moeller
Absent - Captain Grove, Lieutenant Haemker

Secretary's Report: Motion was made by Trustee Miller to accept the minutes of the March 8, 2021 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)

Fire Call Report: Written report presented - 118 calls were reported for the month of March.

EMS Report: Written report presented. IDPH inspections are scheduled for May. All members are current with Moodle. Zoll AED Pros have been purchased through the IPRF grant to replace cardiac monitors on the ALS Engines.

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

Grant Summary: Written report presented. No word has been received on the outstanding grant award notifications.

Fire Prevention: Written report submitted. Inspections will begin in June. The District will be issuing self-inspection forms to occupants not willing to let members conduct inspections due to Covid. Trustee Miller questioned if contact has been made with the new owners of Balmoral Race Track. Chief Panega stated he has not received a reply from the new owners.

Deputy Chief: Written report submitted. Personnel issues and complaints with the Kurtz staff have arisen over the past month. Complaints have been investigated and

there is no additional information to report at this time. CTFPD continues to advertise for part-time and POC membership. Contact is being made with members delinquent on monthly trainings; working with each member to become current. ISO testing will be scheduled for 2021. Accident and ambulance billing are current. Operations ran as normal during Chief Panega's vacation with the exception of Brush Truck #42 becoming stuck on a field fire. No damage to the vehicle was reported.

Chief's Report: Written report was presented. Ambulance #43 struck a deer while traveling to the hospital. The majority of damage can be fixed with little to no cost. MVU #27 has been moved to Sauk Village Fire Department. Unit #UT41 is being repaired due to the minor accident while snow plowing in January. A PO in the amount of \$1,400.00 was approved for the replacement of a portion of the landscaping at Station #41. Firefighter/Paramedic Pinnick passed the Lieutenant's test. The three chiefs will be meeting with him regarding expectations as an officer and Chief Panega recommended Trustees appoint him to the rank of Lieutenant. Trustee Miller suggested the promotion take place at the next District meeting.

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

Communications: **Greta – Thank You** – A thank you was received from Greta, Zion Lutheran Church & School, for the help and protection offered by first responders.

Old Business: None.

New Business: **Approve Memorandum of Understanding Between the Village of South Chicago Heights and Participating Agencies of the Laraway Communication Center Radio Group Regarding the FY 2020 FEMA Assistance to Firefighters Regional Grant Program** – The Memorandum of Understanding is in regards to the radio grant applied for under one department name on behalf of the participating agencies of the Laraway Communication Center. Motion by Trustee Miller to approve the Memorandum of Understanding between the Village of South Chicago Heights and participating agencies of the Laraway Communication Center Radio Group regarding the FY 2020 FEMA Assistance to Firefighters Regional Grant Program. Second Trustee Zimmerman. Motion carried. (3-yes, 0-no)

Approve Sales Agreement for Fire Alarm Monitoring Company of all 3 CTFPD Stations – Laraway Communication Center is eliminating a two-alarm panel and consolidating to one, along with upgrading the technology. The LCC Committee decided one company should be used for all participating agencies. Equipment at the stations will be upgraded at no charge; the District will be responsible for monitoring. Motion to approve the sales agreement with Johnson Controls/Tyco for fire alarm monitoring of

all 3 CTFPD stations by Trustee Miller. Second Trustee Zimmerman. Motion carried. (3-yes, 0-no)

Approve the Transfer of Funds from the Fire (Corporate) Fund to the Ambulance Fund Pertaining to Social Security Taxes – Motion by Trustee Miller to transfer \$14,000.00 from the Fire (Corporate) fund to the Ambulance fund due to a cost overrun on the Social Security taxes. Second Trustee Peterlin. Motion carried. (3-yes, 0-no)

Approve Renewal of Insurance – Corkill Insurance - A proposal for the renewal of insurance was reviewed by Trustees. The premium for coverage is \$29,883.00; an increase of \$1,569.00. 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)

Discuss / Approval of Pay Raises - Upon review of the budget, Chief Panega recommended a 2% wage increase for all employees, part-time and POC. Motion was made by Trustee Miller to approve a 2% wage increase for all District employees, both part-time and POC, effective May 1, 2021. Second Trustee Peterlin. Motion carried. (3-yes, 0-no)

Set Meeting Date to Close Fiscal Year 2020/2021 - District Trustees agreed to hold a meeting Tuesday, April 27, 2021 at 3:30 pm at Station #41 for the purpose of approving any remaining bills and closing the Fiscal Year 2020/2021.

Misc. Items – Chief Panega presented a list of area departments and their ambulance billing rates for review. The last billing increase for CTFPD was July 2018. Discussion was had regarding a rate increase for transports and establishing rates for lift assists. District Trustees directed Chief Panega an Ordinance be drafted for approval at the May 10th meeting increasing Ambulance Billing Fees to a flat rate of \$1,800.00.

Closed Session: None.

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

Motion to Recess the April 12, 2021 meeting at 7:45 PM by Trustee Miller. Second Trustee Zimmerman. Motion carried.