



**CRETE TOWNSHIP
FIRE PROTECTION DISTRICT**

26730 S. Stoney Island
Crete, Illinois 60417-4746

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EMERGENCY: DIAL 911

www.cretetwpfire.com



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MINUTES FROM THE NOVEMBER 2021 CTFPD TRUSTEES' MEETING

November 8, 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

Absent - Assistant Chief Swanson, Captain Grove, Lieutenant Moeller, Lieutenant Haemker, Lieutenant Pinnick

Secretary's Report: Motion was made by Trustee Miller to accept the minutes of the October 4, 2021 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)

New Business: **Approve Fiscal Year 2020/2021 Annual Audit Report** – Ed McCormick, of Mueller & Co., LLP, presented the Annual Audit Report for the fiscal year ending April 30, 2021 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 - 156 calls were reported for the month of October.

EMS Report: Written report presented. Rescue Task Force bags for active shooter situations are being placed in service on all three ambulances.

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

Grant Summary: Written report presented. CTFPD did not receive any of the grants applied for. A new AFG Grant opens November 8th; discussion with the Chiefs will determine the direction of the application.

Fire Prevention: Written report submitted. Inspections are being reassigned due to Kurtz employees who have left. Inspections will be extended until December 1st. Construction continues on the solar fields. Research continues on updating to the 2018 Fire Codes.

Deputy Chief: Written report submitted. Currently, the Kurtz contract has two vacancies. During the past month, one member has returned to the contract and a new member has been hired to fill a vacancy starting November 15th. One paid-on-call member has resigned. CTFPD continues to look for two additional part time members. Contact has been made with the Village of Crete to discuss merging Cadette programs. Ladder and Hose testing have been completed. Pump testing is complete with the exception of Engine #40, which is waiting on parts for the repair of the front suction. Accident and ambulance billing are current. Paperwork has been filed to justify Covid-19 stimulus money received in April of 2020. Applications have also been completed for Covid Relief Phase 4 and GMET funds. Fire Recovery has changed the billing process for accidents; individuals will be invoiced direct and they will submit the invoice to their insurance company for payment. FireHouse Software has been given an end date of December 2022. The software is housed at Will County and will be turned off in January 2022. CTFPD is researching which new software vendor best meets the District's needs.

Chief's Report: Written report was presented. Covid testing of unvaccinated employees is going well. CTFPD has collected approximately \$13,000.00 in accident billings from Fire Recovery. A part-time employee was stuck with a used needle and is being monitored by the hospital. Insurance has been notified of the exposure. The District's email system was hacked; no internal information was compromised other than the contact lists of member's email address books. IT is investigating and has taken the necessary precautions to prevent future incidents.

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

Communications: **Manteno Community Fire Protection District – Thank You** - A thank you was received from Manteno Community Fire Protection District for responding to a structure fire at 6766 N. 7500 E. Road on October 19th.

Old Business: None.

New Business: **Approve Fiscal Year 2020/2021 Annual Audit Report** - Motion was made by Trustee Miller to approve the Annual Audit Report for Fiscal Year 2020/2021. Second Trustee Zimmerman. 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. Motion by

Trustee Miller to approve the renewal of Workers Compensation Insurance with Illinois Public Risk Fund / Corkill Insurance. Second Trustee Peterlin. Motion carried. (3-yes, 0-no)

Letter of Resignation – Firefighter William Gant – District Trustees accepted the letter of resignation from William Gant.

Closed Session: **Personnel** - Motion to go into Closed Session for the purpose of discussing personnel at 8:07 pm by Trustee Miller. Second Trustee Zimmerman. Motion carried. (3-yes, 0-no)

Motion to come out of Closed Session at 8:49 pm by Trustee Miller. Second Trustee Zimmerman. Motion carried. (3-yes, 0-no)

Trustee Miller stated discussion during Closed Session was regarding personnel. District Trustees agreed to reconvene the meeting Tuesday, November 23, 2021 at 3:30 pm to continue the discussion. No additional action was taken.

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

Motion to Recess the November 8, 2021 meeting at 8:50 PM by Trustee Miller. Second Trustee Zimmerman. Motion carried.