



**CRETE TOWNSHIP
FIRE PROTECTION DISTRICT**

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MINUTES FROM THE DECEMBER 2021 CTFPD TRUSTEES' MEETING

December 13, 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, Assistant Chief Swanson, Lieutenant Moeller

Absent - Deputy Chief Radtke, Captain Grove, Lieutenant Haemker, Lieutenant Pinnick

Secretary's Report: Motion was made by Trustee Miller to accept the minutes of the November 8, 2021 meeting. Second Trustee Peterlin. Motion carried. (3-yes, 0-no)

Motion was made by Trustee Miller to accept the minutes of the November 23, 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)

Fire Call Report: Written report presented - 129 calls were reported for the month of November.

EMS Report: Written report presented. Working on a Micro Grant through the AFG Series for automated CPR devices.

Training Officer: Written report submitted. Members listed are working on completing outstanding trainings. Two members have finished the Fire Academy. HazMat Operations will begin in January.

Grant Summary: Written report presented. Working on the submission of the AFG Grant for a tender replacement and three Lucas Chest Compression CPR devices. A Regional Grant is also being completed for radios.

Fire Prevention: Written report submitted. Balmoral Woods Country Club's fire alarm is now in service.

Deputy Chief: Written report submitted. Currently, the Kurtz contract continues to have two vacancies. One of those vacancies should be filled by mid to end of January 2022. 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. The department has made the decision to move forward with Zoll Fire Report System, replacing FireHouse Software. Data conversion, admin training and user training will take place over the next couple of months.

Chief's Report: Written report was presented. Covid testing of unvaccinated employees continues to go well. A number of test kits are set to expire; Will County will supply new testing kits. CTFPD has been working with Old Plank Trail Community Bank regarding the fraudulent check cashed against the checking account. The Positive Pay Service is recommended as an additional layer of security to the account to prevent future incidents. Local K9 police officers have been utilizing Station #41 for training. CTFPD has ordered two Knox boxes to loan out to elderly residents when needed. Will County will be contacting Balmoral Race Track regarding the application for a Special Use Permit in order to park semi-trailers in the parking lot. Marty Braccio, Crete EMA, has requested funding to upgrade the communication system for the tornado sirens in the district. The upgrade will be paid for by Crete Township Government.

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

Communications: **Mike Kelley, Will County Sheriff – Thank You** - A thank you was received from Mike Kelley, Will County Sheriff, for assistance with tracking and treating an individual experiencing a mental health crisis on November 14th.

Old Business: None.

New Business: **Negotiation of Kurtz Contract** – Chief Panega stated the following options were presented to Kurtz Paramedic Services for negotiation as discussed at the November 23, 2021 meeting:

- \$60,000.00 annual salary for contract employees
- Supervisor role will earn an additional \$2.00/hour
- Kurtz Paramedic Service will pay CTFPD a penalty of \$5,000.00/month for vacant slots on the contract

After review, Kurtz Paramedic Services presented a second amendment to the contract for District Trustees to discuss. Kurtz has stated the increase in annual salary should help with the employee shortage. Upon signing the contract with Kurtz, the salary increase would go into effect starting in April. There would be an increase of \$103,000.00 in contract price. If CTFPD

agrees to sign the contract, Kurtz would consider whether it is possible to offer a \$2,000.00 bonus now through April in order to keep the current Kurtz contract employees. Kurtz will not pay a penalty to the District for vacant slots. Much discussion was had regarding the contract presented, additional options/incentives and the possibility of going out to bid for the contract service.

District Trustees agreed Chief Panega should go back to Kurtz Paramedic Services to negotiate the following:

- Bring the annual compensation paid to AMR down to \$600,000.00
- Add Kurtz Paramedic Services will pay each contract employee a \$2,000.00 bonus between now and when the new contract will go into effect on May 1, 2022

If the above conditions are agreed upon by both parties, CTFPD will sign the second amendment to the contract at the January 10, 2022 meeting.

Approve Positive Pay Service – Old Plank Trail Community Bank – Motion by Trustee Miller to approve the Positive Pay Service on the bank account with Old Plank Trail Community Bank. Second Trustee Peterlin. Motion carried. (3-yes, 0-no)

Discuss / Approve Assigned Vehicles for Chief Officers – Trustees agreed to revisit this issue at a later date after being notified the receipt of the new chief's vehicle has been pushed back due to damage in transit.

Letter of Resignation – Captain Neil Grove – Motion to accept the resignation of Captain Neil Grove by Trustee Miller. Second Trustee Zimmerman. Motion carried. (3-yes, 0-no)

Set Meeting Dates for 2022 – After a review of the 2022 calendar, Trustee Miller made a motion the 2022 District Meetings be held on the second Monday of the month at 7pm, with the exception of the October meeting which will be moved from the 10th to the 17th due to Columbus Day. Second Trustee Zimmerman. Motion carried. (3-yes, 0-no) 2022 Meeting Dates will be published in the newspaper and posted to the website.

Misc. Items – Assistant Chief Swanson stated the frame rails for Engine #43 are complete and returned to Alexis. Hoping for a return date of January 2022.

The ambulance rechassis will not begin until a chassis becomes available, approximately June 2022.

A PO was approved, in the amount of \$22,072.92, for three P52 800mhz portable radios. The radios will be compliant with the switch being made in December 2023 as mandated by Laraway Communication Center. The cost of radios will be offset by the IPRF Grant.

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Closed Session: None.

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

Motion to Adjourn the December 13, 2021 meeting at 8:03 PM by Trustee Miller. Second Trustee Zimmerman. Motion carried.