



**CRETE TOWNSHIP
FIRE PROTECTION DISTRICT**

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EMERGENCY: DIAL 911

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MINUTES FROM THE MAY 2022 CTFPD TRUSTEES' MEETING

May 9, 2022

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 Haemker
Absent - Lieutenant Moeller, Lieutenant Pinnick

Secretary's Report: Motion was made by Trustee Miller to accept the minutes of the April 11, 2022 meeting. Second Trustee Peterlin. Motion carried. (3-yes, 0-no)

Motion was made by Trustee Miller to accept the minutes of the April 25, 2022 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 - 139 calls were reported for the month of April.

EMS Report: Written report presented. A PO was presented for approval, in the amount of \$16,950.00, for the purchase of one Lucas CPR device.

Training Officer: Written report submitted. Members listed are working on completing outstanding trainings. One member will be graduating from EMT class on May 26th. Four members attended classes at FDIC the week of April 25th.

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

Fire Prevention: Written report submitted. Three hydrants are non-operational at Balmoral Race Track; waiting on a quote for repair. Open House will be held Saturday, September 24th from 10am – 2pm.

- Deputy Chief:** Written report submitted. Lt. Haemker has resigned from the Kurtz contract and Firefighter/Paramedic Price has reapplied. Currently the contract has one vacancy. CTFPD continues to struggle with open shifts due to sickness/childbirth and the lack of personnel wanting to work. One new POC applicant was submitted and one has resigned. Contact has been made with members delinquent on monthly training. Accident and ambulance billing are current. Hose testing has begun for 2022. Inspections will be scheduled as data entry is completed in the new fire reporting system. CTFPD has received approximately \$44,000.00 from the GEMT program. Zoll Fire Reporting software is up and running. The old Firehouse software is being moved to the CTFPD server and should be available in the next couple of weeks.
- Chief's Report:** Written report was presented. Engine #43 is being delivered on Wednesday, May 11th. The generator for Station #43 is expected any day. The parking lot replacement went well; crews will return to Station #43 on Friday. A meeting was held May 2nd at the Crete Township Government building regarding Balmoral Race Track. Discussion included the application for a special use permit for parking semis/trailers and Ford vehicles in the parking lot, screening around the fence and grass cutting. Mayor Einhorn has requested a meeting with District Trustees to discuss staffing issues. Trustees agreed they are open to meeting with the Village of Crete and will schedule a meeting in the near future.
- Approval of Bills:** Motion to accept bills as submitted by Trustee Miller. Second Trustee Zimmerman. Motion carried. (3-yes, 0-no)
- Communications:** **Ron & Jewell Matthias – Thank You** - A thank you was received from Ron & Jewell Matthias for continuing to allow Barb/volunteers to hold the pop-up food pantry at Station #41.
- Laraway Communication Center – Thank You** - A thank you was received from the members of Laraway Communication Center for the donation of gift cards during Telecommunicators Week.
- Old Plank Trail Community Bank – Invitation to Business After Hours** – An invitation was received from Old Plank Trail Community Bank for an open house on Thursday, May 19th from 5:30pm – 7:30pm.
- Old Business:** None.
- New Business:** **Discussion and Possible Approval of a Reduction in Paid On Call Salary** – Chief Panega stated at the last officer's meeting discussion was had regarding a reduction in the paid on call salary and no longer paying members POC pay if they are already working a part-time shift. If reduced, Chief Panega is proposing the funds be allocated to one extra part time person during the day between the hours of 7am – 3pm or 8am – 4pm. Currently, CTFPD pays \$14.33 per point. If POC members working a part-

time shift do not collect POC pay and the POC pay is reduced, Chief Panega stated it could increase to \$21.80 per point. Deputy Chief Radtke stated concerns with being able to fill the part-time positions now and how CTFPD will manage to fill a third. In addition, if money is taken away from the part-time/POC members CTFPD will aggravate the current employees and they won't come back for calls. As a result, they will be making less money at the end of the year. Chief Panega stated members should be encouraged to come back for calls because they will make more money with the proposed plan. Assistant Chief Swanson stated he supports the reduction in POC salary.

After much discussion, a motion was made by Trustee Miller to approve a reduction in the paid on call salary and no longer allow part-time/POC members to collect POC pay when working a part-time shift. Second Trustee Zimmerman. Motion carried. (3-yes, 0-no)

Approve Auditors & Accountant for Fiscal Year 2022/2023 – Motion by Trustee Miller to remain with Beckett Accounting and Mueller & Co., LLP for the 2022/2023 fiscal year. Second Trustee Zimmerman. Motion carried. (3-yes, 0-no)

Misc. Items – Assistant Chief Swanson reported PBS is willing to take on the project to remodel the bathrooms at Station #43 and schedule the contractors or CTFPD can go out to bid. Trustee Miller directed Assistant Chief Swanson to have the proper specs prepared to go out to bid for the project.

Closed Session: None.

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

Approve Tentative Budget for Fiscal Year 2022/2023 – Chief Panega presented the tentative Budget for Fiscal Year 2022/2023. He reviewed each line item on the Corporate and Ambulance side. \$100,000.00 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. \$480,000.00 has been allocated to “Vehicle Fund” on the Corporate side; \$230,000.00 for the refurb of Engine #43 and \$25,000.00 for the purchase of a new support vehicle. Additional funds in this account have been reserved for the purchase of a new engine at a future date. \$305,000.00 has been allocated to “Vehicle Fund” on the Ambulance side; \$180,000.00 for the rechassis of Ambulance #43, \$25,000.00 for a new support vehicle and \$100,000.00 for the purchase of a new ambulance at a future date. \$124,000.00 has been allocated on the Corporate side and \$124,000.00 on the Ambulance side to “Maintenance - Building”. Projects include the bathroom remodel at Station #43 estimated at \$90,000.00, \$88,000.00 for the parking lot replacement at Station #43 and the remaining balance owed of \$10,000.00 for the generator replacement at Station #43. Each project is to be split 50/50 between Corporate and

Ambulance. An additional \$90,000.00 has been allocated to "Debt Service" for payment toward the principal on the loan for Station #41. As a result, the Build America Bonds for Station #41 will be paid off in January 2023. Chief Panega noted the Paid On Call line will be reduced and funds will be reallocated to Personnel/Others; split 50/50. Discussion was had regarding the line items and allocation of funds.

Motion to approve the tentative Budget for Fiscal Year 2022/2023 as presented by Trustee Miller. Second Trustee Zimmerman. Motion carried.
(3-yes, 0-no)

Motion to Adjourn the May 9, 2022 meeting at 8:45 PM by Trustee Miller. Second Trustee Zimmerman. Motion carried.