



**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



Raymond Peterlin
Acting Secretary

MINUTES FROM THE AUGUST 2022 CTFPD TRUSTEES' MEETING

August 8, 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, Attorney Gilbert

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

Secretary's Report: Motion was made by Trustee Miller to accept the minutes of the July 11, 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 - 143 calls were reported for the month of July.

EMS Report: Written report presented. The power load system/cots have been serviced by Stryker on all three ambulances. A meeting has been requested with the Franciscan Alliance regarding Dyer/Munster bypassing ambulances to each other's facilities.

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

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

Fire Prevention: Written report submitted. Fire Prevention Open House is scheduled for September 24th from 10:00 am to 2:00 pm at Station #42. Work continues on updating the fire codes.

Deputy Chief: Written report submitted. Currently the Kurtz contract has two vacancies. A meeting is scheduled for Tuesday, August 9th with Kurtz management to discuss vacancies on the contract and miscellaneous issues. One part-time applicant is being processed for hiring. Two POC applicants have failed the PAT; another test will be scheduled for early September. Discussion was had regarding the standards of the PAT, recent failures to pass the test and other options to consider. Chiefs questioned if the District should suspend the PAT requirement for a period of time due to the shortage of workers in the industry and what liability it creates for the department. Attorney Gilbert confirmed the PAT is not required legally for the hiring process. Trustees recommended the Chiefs discuss the issue further with all of the officers to determine whether a suspension of the test should be considered.

Contact has been made with members delinquent on monthly training. Accident and ambulance billing are current. Inspections will be scheduled as data entry is completed in the new fire reporting system. Hose testing is complete. Ladder testing is scheduled. Pump testing will be scheduled in the next thirty days. The application for reimbursement on the rechassis of Engine #43 through the American Rescue Plan is under review by Will County. The Firehouse database is now up and running on the CTFPD server. CTFPD has collected approximately \$56,000.00 from the GEMT program this year and is in the process of completing the 2023 program application. Reports were reviewed regarding a breakdown of calls, mutual aid to surrounding communities and response time to incidents.

Chief's Report: Written report was presented. Firefighter/Paramedic Visi has submitted a retirement letter from his part-time position but has asked to remain on the roster to continue coordinating CPR classes. This request will be discussed with the other officers. Notification was received from Will County Land Use Department an application has been submitted to utilize approximately 70 acres on Sawgrass Road for a vehicle training facility. The new ambulance chassis is expected to arrive next month at Foster Coach.

An estimate to crack fill and seal coat the driveway at Station #41 was presented for approval. Discussion was had on the maintenance of the driveway. Motion to accept the estimate from Roy Erikson Outdoor Maintenance Inc. to crack fill/seal coat the driveway at Station #41 in the amount of \$7,202.20 by Trustee Zimmerman. Second Trustee Miller. Motion carried. (3-yes, 0-no)

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

Communications: **Manteno Fire Protection District – Thank You** - A thank you was received from Manteno Fire Protection District for responding to a fire in the Maple Valley neighborhood on July 1st.

Old Business: **Approve Ordinance #8-8-2022-1 – An Ordinance Fixing the Budget and Making Appropriations for the Crete Township Fire Protection District for Fire Protection and Ambulance Service for the Fiscal Year Ending April 30, 2023** – Motion to approve Ordinance #8-8-2022-1 – An Ordinance Fixing the Budget and Making Appropriations for the Crete Township Fire Protection District for Fire Protection and Ambulance Service for the Fiscal Year Ending April 30, 2023 by Trustee Miller. Second Trustee Zimmerman. Motion carried. (3-yes, 0-no)

New Business: **Misc. Items** – Deputy Chief Radtke reported it is becoming more difficult for CTFPD to fill part-time shifts. Crews are operating short on staff more frequently due to open shifts the department is unable to fill.

Closed Session: **Personnel / Annual Evaluation & Possible Extension of Chief’s Contract** - Motion to go into Closed Session for the purpose of discussing personnel and the annual evaluation/possible extension of the Chief’s contract at 7:46 pm by Trustee Miller. Second Trustee Zimmerman. Motion carried. (3-yes, 0-no)

Motion to come out of Closed Session at 8:08 pm by Trustee Miller. Second Trustee Zimmerman. Motion carried. (3-yes, 0-no)

Trustee Miller stated Closed Session discussion was regarding personnel and the annual evaluation/extension of the Fire Chief’s contract.

Trustee Miller made a motion to extend the existing contract for the Fire Chief an additional year. Second Trustee Zimmerman. Motion carried. (3-yes, 0-no)

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

Motion to Adjourn the August 8, 2022 meeting at 8:09 PM by Trustee Miller. Second Trustee Zimmerman. Motion carried.