



**CRETE TOWNSHIP
FIRE PROTECTION DISTRICT**

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MINUTES FROM THE NOVEMBER 2022 CTFPD TRUSTEES' MEETING

November 14, 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

Absent - Lieutenant Moeller, Lieutenant Haemker, Lieutenant Pinnick

Secretary's Report: Motion was made by Trustee Miller to accept the minutes of the October 17, 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)

Closed Session: None.

Fire Call Report: Written report presented - 166 calls were reported for the month of October.

EMS Report: Written report presented. Ambulance #41 rechassis is progressing quickly; pictures have been received on progress. Rear tires have been replaced on Unit #A43. Firefighter James Radtke has passed his EMT-B test and is waiting on his license from the state. Firefighter/EMT-B Weyer is graduating from paramedic class November 21st.

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. Deputy Chief Radtke provided 45 kindergarteners with a fire safety presentation. Chief Panega and Firefighter/Paramedic

Piepenbrink also made a fire safety presentation to a preschool class last week. Balmoral Park is working on winterizing the sprinkler system.

Deputy Chief: Written report submitted. One Kurtz contract employee is on medical leave due to an accident. The three remaining Kurtz contract employees are covering shifts with CTFPD part time employees filling open contract spots when needed. The District is facing serious staffing issues and numerous open shifts not being filled. Discussion has been had on downgrading requirements and hiring EMT-B's on contract. One paid on call applicant is being processed. Inspections are on hold due to staffing, training and data entry. Accident and ambulance billing are current. The American Rescue Plan application is being revised to apply against payroll instead of the refurb on Engine #43. Approximately \$93,000.00 has been received from the GEMT program. A proposal in the amount of \$8,209.60 for new door locks at Stations #42 and #43 was presented. Intentions are to replace door locks at Station #41 next fiscal year so all stations are utilizing the same software. Technology is outdated with the current door lock system and replacement locks are impossible to find. Upon review, Trustee Miller made a motion to approve the purchase of new door locks/card system at Stations #42 and #43 in the amount of \$8,209.60. Second Trustee Zimmerman. Motion carried. (3-yes, 0-no)

Chief's Report: Written report was presented. Chief Panega proposed the purchase of \$75 VISA gift cards from Old Plank Trail Bank for 2022 holiday gifts. Motion by Trustee Miller to approve the purchase of forty (40) \$75 VISA gift cards from Old Plank Trail Bank for holiday gifts. Second Trustee Peterlin. Motion carried. (3-yes, 0-no)

Seal coating of the parking lot at Station #41 has been completed. All three stations were utilized for voting with no incidents. The final payment on the Build America Bonds will be made January 15th. The annual audit for the year ending April 30, 2022 has been filed with the State of Illinois and Will County. Preparation for the winter season is underway.

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

Communications: **CG Professional Services – Thank You** - A thank you was received from CG Professional Services for the opportunity to work with the District.

St. John Fire Department – Thank You - A thank you was received from St. John Fire Department for responding to a structure fire on Manor Drive October 22nd.

Old Business: None.

New Business: **Approve Ordinance #11-14-2022-01 – An Ordinance of the Board of Trustees of the Crete Township Fire Protection District, Will County,**

Illinois, Providing for and Requiring the Submission of a Public Question to Levy a New Tax for Firefighters' Pension Purposes to be Submitted to the Voters of the District at the Consolidated Election to be Held on April 4, 2023 – Trustee Miller stated the District Board had discussed the referendum during the last election and with the current staffing issues feels it is time to ask voters for the right to levy tax dollars to fund a pension. Employees have also expressed interest in the stability of a full-time position and pension. Discussion was had regarding the estimated tax and amount being proposed. A motion was made by Trustee Miller to approve Ordinance #11-14-2022-01 – An Ordinance of the Board of Trustees of the Crete Township Fire Protection District, Will County, Illinois, Providing for and Requiring the Submission of a Public Question to Levy a New Tax for Firefighters' Pension Purposes to be Submitted to the Voters of the District at the Consolidated Election to be Held on April 4, 2023. Second Trustee Zimmerman. Motion carried. (3-yes, 0-no)

Approve Intergovernmental Agreement – An Agreement Between the County of Will and Crete Township Fire Protection District for the Purpose of Providing 800 MHz County-Wide Radio System for the Purpose of Daily Operable Communications – Motion by Trustee Miller to approve the Intergovernmental Agreement between the County of Will and Crete Township Fire Protection District for the purpose of providing 800 MHz county-wide radio system for the purpose of daily operable communications. Second Zimmerman. Motion carried. (3-yes, 0-no)

Discuss/Approve Formation of Fire Board Commission – Trustee Miller clarified the District Trustees may serve as the Fire Board Commission until twelve (12) full-time employees are hired, then the Commissioners must be appointed. Motion by Trustee Miller to approve the formation of a Fire Board Commission and have District Trustees serve as Commissioners. Second Trustee Peterlin. Motion carried. (3-yes, 0-no)

Approve Workers' Compensation Renewal – IPRF – Trustee Miller made a motion to approve the Workers' Compensation Renewal with Illinois Public Risk Fund for an annual premium of \$62,311.00. Second Trustee Peterlin. Motion carried. (3-yes, 0-no)

Approval of Audit for Year Ending April 30, 2022 – Motion by Trustee Miller to approve the audit for the year ending April 30, 2022. Second Trustee Peterlin. Motion carried. (3-yes, 0-no)

Approve Purchase of 40 - \$75.00 Gift Cards from Old Trail Bank for Holiday Gifts – See Chief's Report.

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

Motion to Adjourn the November 14, 2022 meeting at 8:31 PM by Trustee Miller. Second Trustee Zimmerman. Motion carried.