



**CRETE TOWNSHIP
FIRE PROTECTION DISTRICT**

26730 S. Stoney Island
Crete, Illinois 60417-4746

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EMERGENCY: DIAL 911

www.cretetwpfire.com



MINUTES FROM THE MARCH 2024 CTFPD TRUSTEES' MEETING

March 11, 2024

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 Radtke, Assistant Chief Swanson

Absent - Lieutenant Moeller, Lieutenant Pinnick

Secretary's Report: Motion was made by Trustee Miller to accept the minutes of the February 12, 2024 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 - 124 calls were reported for the month of February.

EMS Report: Written report presented. Drug boxes are up to date and logs have been turned in to Silver Cross. All members are current with continuing education. Trainings focused on multiple patient triage scenarios. Maintenance on the Zoll monitors has been completed. Chest seals are being added to the ambulances and are included in the PO for general supplies. A PO, in the amount of \$4,887.00, was presented for approval to replace three EZ IO Power Drivers and expiring needle sets of various sizes. Research is being completed on emergency cricothyrotomy kits and updating patient restraint systems. Trustees agreed an insurance claim should be filed for the repair of the broken Lucas Device. Pending results of this claim, Trustees are in agreement with the additional option of trading in the broken device for a credit toward purchasing a new Lucas Device Model 3.1. Final price for the new device would be \$10,238.67.

Training Officer: Written report submitted. Listed are members who have completed trainings and those working on completing outstanding trainings. 716 training hours

were recorded for the month of February. Four POC members have obtained OSFM certifications; Basic Firefighter and Hazmat Operations. One part-time member has completed Basic Company Officer class. The POC member in the fire academy is doing well. Two POC members have begun EMT class. February's Auto Aid Drill consisted of a walk thru of Crete Monee High School. February 13th CTFPD participated in MABAS 27 incident command training.

Grant Summary: The application for the AFG Grant has been submitted. Additional grants will be applied for as they become available.

Fire Prevention: Written report submitted. Fire safety inspections are ongoing. Tier II data sheets have been received. Work continues on the site plan for a solar field at 705 E. Goodenow Road.

Chief's Report: Written report submitted. One contract employee resigned during the month of February. One applicant has been hired on the part-time roster. It is recommended two probationary members be promoted to firefighter status. Quarterly payroll was distributed the first week of March. ISO testing will be scheduled for 2024. Ambulance billing is current. Driveway maintenance at Station #41 will need to be addressed next fiscal year due to sections of the pavement sinking. Multiple meetings are being attended at LCC and Will County 911 regarding issues with the CAD system and radio reliability. Unit #A43 has returned with a new long block performing well at this time. Unit #E43 will be going in for paint work under warranty. Upon its' return, Unit #E42 will also go in for paint work under warranty. A build meeting for the new tender will be held March 21st at 9:00 am at Station #41.

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

Communications: None.

Old Business: **Adopt Use of District Facilities by Outside Organizations/Citizens Policy** – Chief Radtke stated the following amendments have been made to the proposed policy as discussed at the February District Meeting:

- Chief has been removed and replaced with Board of Trustees
- Applications are to be returned to the Administrative Assistant

Upon review, Trustee Miller made a motion to adopt the Use of District Facilities by Outside Organizations/Citizens Policy as presented. Second Trustee Zimmerman. Motion carried. (3-yes, 0-no) Trustees suggested the policy and application be added to the District's website.

Discussion and Possible Approval of Adjustments to Paid On Call Program – The Chief and Assistant Chief continue to discuss possible options for the restructuring of the POC program.

New Business: **Promotion from Probationary Status to Firefighter Status – Kevin Dalton & Nathaniel Natividad** - District Trustees agreed POC members Kevin Dalton and Nathaniel Natividad be promoted from Probationary status to Firefighter status after completing all requirements of the District.

Authorize Signing of Engagement Letter for FY 2024, FY 2025 & FY 2026 Audits – GW & Associates, PC – Trustee Miller made a motion to accept the proposal and authorize the signing of the Engagement Letter with GW & Associates, PC for the purpose of completing the District’s audit for the next three (3) fiscal years. Fees for audit services are as follows:

 FY 2024 - \$15,000.00

 FY 2025 - \$15,500.00

 FY 2026 - \$16,000.00

Second Trustee Peterlin. Motion carried. (3-yes, 0-no)

Misc Items – Chief Radtke reported renewal rates for the District’s insurance policies have been received. A review of the insured value of all District vehicles will be completed and revised renewal rates will be available for the April District Meeting.

Chief Radtke recommended establishing a replacement program for ambulances; future discussion to take place on subject.

Chief Radtke suggested the District may want to consider the use of a company specializing in the maintenance of Rules & Regulations and SOG’s, which are reviewed by their attorneys. This may allow for improved accuracy and upkeep.

Closed Session: None.

Citizens Speak: No one from the public offered comment.

Motion to Adjourn the March 11, 2024 meeting at 7:42 PM by Trustee Miller. Second Trustee Zimmerman. Motion carried.