



# CRETE TOWNSHIP FIRE PROTECTION DISTRICT



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## MINUTES FROM THE APRIL 2024 CTFPD TRUSTEES' MEETING

April 8, 2024

Crete Township Fire Protection District – Station #41  
26730 S. Stoney Island  
Crete, IL 60417

A handwritten signature in black ink, appearing to be "M. Miller", written over a horizontal line.

**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, Lieutenant Moeller

Absent - Lieutenant Pinnick

**Secretary's Report:** Motion was made by Trustee Peterlin to accept the minutes of the March 11, 2024 meeting. Second Trustee Miller. 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 - 98 calls were reported for the month of March.

**EMS Report:** Written report presented. Lieutenant Pinnick continues to complete quality control on this past month's reports. All members are current with continuing education. Drug boxes are up to date and logs have been turned in to Silver Cross. The new EZ IO Power Drivers have been received and are in service on all three ambulances. Maintenance was completed on the power cots today. The current cots CTFPD owns are no longer being made and will become obsolete. Parts will be available for the next seven (7) years. New power load cots with the loading system cost approximately \$70,000.00. Annual ambulance inspections by IDPH are scheduled for April 15<sup>th</sup>. EMS Coordinator Piepenbrink will attend the Will County Zoll PCR training for administrators on April 18<sup>th</sup>. Will County will provide Zoll PCR training for duty crews April 30<sup>th</sup> – May 2<sup>nd</sup>.

**Training Officer:** Written report submitted. Listed are members who have completed trainings and those working on completing outstanding trainings. 632 training hours were recorded for the month of March. Three members have completed Advanced Firefighter. One POC member will graduate from the Fire

Academy in May. The subject of the March Auto Aid Drill was triage held at Crete Fire Department. CTFPD participated in the MABAS 27 training on apparatus placement.

**Grant Summary:** CTFPD was denied a grant from the pipeline for the purchase of gear. No word has been received on the remaining outstanding grant award notifications.

**Fire Prevention:** Written report submitted. The solar field located at 750 E. Goodenow Road failed the first plan review with Fire Safety Consultants Inc. Occupancy was granted for the solar field at 705 E. Goodenow Road. The sprinkler system at Balmoral Park should be operating within the next two weeks. Fire safety inspections continue this month.

**Chief's Report:** Written report submitted. One Metro contract employee has resigned due to taking a full time position with another department. This employee has requested a six month leave of absence with the intention of returning as a part-time employee of the District after completing their probationary period. Two part-time members have begun the in-house drivers training program for their Class B-Non CDL license. Two POC members are half-way through the EMT-Basic program. Ambulance billing is current. Estimates for asphalt work at Station #41 are forthcoming. Replacement of the dead evergreens with red maple trees at Station #41 will cost approximately \$10,000.00. Additional estimates will be obtained and presented at a later date. Paint work under warranty has been completed on Engine #43. Engine #42 also went in for paint work under warranty and is expected back in a week. CTFPD continues to have a recurring issue with the previous repair on Ambulance #43; it was returned for diagnosis today. Requirements for the testing of Lieutenant and Captain will be posted April 15<sup>th</sup>.

**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:** **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.

**Closed Session:** **Discuss Personnel** - Motion to go into Closed Session for the purpose of discussing personnel at 7:29 pm by Trustee Miller. Second Trustee Zimmerman. Motion carried. (3-yes, 0-no)

Motion to come out of Closed Session at 8:15 pm by Trustee Miller. Second Trustee Zimmerman. Motion carried. (3-yes, 0-no)

Trustee Miller stated closed session discussion was regarding personnel. No additional action was taken.

**New Business:**        **Request for Leave of Absence – Firefighter/Paramedic Mia Reza Montes**  
– District Trustees were in agreement to grant the requested six month leave of absence to Firefighter/Paramedic Mia Reza Montes.

**Authorize the Reinstatement of Captain Christopher Veste** – Trustee Miller made a motion to reinstate Firefighter/Paramedic Christopher Veste as a Captain of CTFPD. Second Trustee Zimmerman. Motion carried.  
(3-yes, 0-no)

**Approve the Transfer of Funds from the Fire (Corporate) Fund to the Ambulance Fund Pertaining to Social Security Taxes** - Beckett Accounting is in the process of reviewing the accounts for social security taxes to determine if a transfer is necessary. Issue tabled until the meeting at the end of April to close the fiscal year.

**Approve Renewal of Insurance – Assured Partners** - A proposal for the renewal of insurance was reviewed by Trustees. There was a slight increase in the premium for coverage due to updating the replacement values of all apparatus. The annual premium will cost \$29,092.00 compared to last year's premium of \$27,093.00. Motion by Trustee Miller to approve the renewal of insurance for the District with Assured Partners in the amount of \$29,092.00. Second Trustee Peterlin. Motion carried. (3-yes, 0-no)

**Approve Contract for Firefighter/EMS Service – Metro Paramedic Services** - Issue tabled until the meeting at the end of April to close the fiscal year.

**Discuss / Approval of Pay Raises** - Issue tabled until the meeting at the end of April to close the fiscal year.

**Set Meeting Date to Close Fiscal Year Ending April 30, 2024** - District Trustees agreed to hold a meeting Monday, April 29, 2024 at 1:00 pm at Station #41 for the purpose of approving any remaining bills and closing the Fiscal Year ending April, 30 2024. All issues tabled at this meeting are to be listed on the agenda for the April 29<sup>th</sup> meeting.

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

**Motion to Recess the April 8, 2024 meeting at 8:20 PM by Trustee Miller. Second Trustee Zimmerman. Motion carried.**