

**ROBERTS PARK FIRE PROTECTION DISTRICT
BOARD OF TRUSTEES MEETING
FEBRUARY 11, 2025
MINUTES**

**CALL TO
ORDER**

The regular meeting of the Roberts Park Fire Protection District Board of Trustees was called to order at 6:00 p.m. by President Bernardoni at Station #1, 8611 S. Roberts Road, Justice, Illinois, for the purpose of conducting all regular business of the District, proper notice having been given and posted accordingly.

Secretary Stratakos led the reciting of the Pledge of Allegiance.

ROLL CALL

Present:

President Brian A. Bernardoni
Secretary Steve Stratakos
Treasurer (Vacancy)
Fire Chief Jeff Ketchen
Deputy Chief Chris Spoo
Commissioner Tim Dooley
Commissioner Ron Weszelits
Administrative Advisor Don Fontana

Absent: Commissioner Ken Osborne -Excused Absence

Others Present: On-Duty FF/PMs, OM Stacey Collaros

ACKNOWLEDGEMENT OF GUESTS

None.

OPEN FLOOR

President Bernardoni opened the floor for public comments at 6:02 p.m. With no comments, questions, or concerns, President Bernardoni closed the floor for public comment at 6:03 p.m. Motion to close the floor was made by Secretary Stratakos, seconded by President Bernardoni.

Roll Call Vote - Ayes: Secretary Stratakos, President Bernardoni; Nays: None.

Motion carried.

CORRESPONDENCE RECEIVED

Kenneth K Getty – Visitation, Funeral and Memorial Services Notice

BOARD APPROVAL

Minutes

Motion to accept the Open Session Minutes of January 14, 2025, was made by Secretary Stratakos, seconded by President Bernardoni.

Roll Call Vote - Ayes: Secretary Stratakos, President Bernardoni; Nays: None.

Motion carried.

Motion to table the Executive Session Minutes of September 10, 2024, was made by Secretary Stratakos, seconded by President Bernardoni.

Roll Call Vote - Ayes: Secretary Stratakos, President Bernardoni; Nays: None.

Motion carried.

Accounts Payable/Treasurer's Reports

Motion to accept the Accounts Payable and Treasurer's report for the month of January 2025, by Secretary Stratakos, seconded by President Bernardoni. Accounts Payable January 2025: \$108,457.36. Payroll January 2025: \$261,584.40.

Roll Call Vote – Ayes: Secretary Stratakos, President Bernardoni; Nays: None.

Motion carried.

Budget Review

Received as submitted.

Live Stream presentation by James Howard from Gov Accounting. Review of Financial Reports for the 8 months ending December 31, 2024, and a Forecast Summary for 2024 -2034.

REPORTS

Fire Chief Ketchen

Retirement Announcement - After careful consideration, Chief Ketchen has decided that the time has come for him to pass the torch and retire. May 9th is the date that he has selected to finish his career. He will work closely with the Deputy Chief to ensure a smooth transition.

FY 2025-2026 Budget - The preparation process for the coming fiscal budget is underway. Chief Ketchen will leave overall structure and decision making to the Deputy Chief and offer guidance along the way. He will seek input from the accountant as well.

Cook County Property Taxes - Now that the tax bills are out, the District should see revenue begin streaming in within the next few weeks. The agency rate report is not yet available. This report helps us determine what our actual receipts will look like.

Training – Uniformed members completed 757 hours of training in January. Crews participated in Ice Rescue training with North Palos. Two MVCC Fire Academy interns have begun and will ride with us through May.

Property and Casualty Insurance Renewal - We will be meeting with RAILSIDE CITRUS on February 19th at 9 am to review the renewals for our property and casualty insurance.

Personnel - Lieutenant Janchenko underwent surgery yesterday to replace two discs in his cervical spine. His expected recovery is 6-9 months.

Firefighter Bikulcius sustained a back injury during work hardening therapy for an arm injury. It is not clear at this time when he will return to work.

Firefighter Bonham has decided to leave Roberts Park for a job in Burbank. We wish him well.

Deputy Chief Spoo

Incident Counts for January 2025 – 431 total incidents

72% EMS

36 Invalid Assists

9 MVA's in District

Aid Given vs Received – 37/31

Tollway: 8 responses (5 within our Fire District)

Lyons Twp: 246 responses with 58 in the Trace, 35 in Sterling Estates, 1 in Ashbury Woods

Palos Twp: 142 responses

Forest Preserve: 8 responses

Grants – There is uncertainty of the future of AFG grant funding. OSFM station improvement grant to replace all windows at Station 1 submitted.

Operations – The district purchased a new battery powered smoke ejector fan. Making additional shift change to adjust for vacancies. Worked with the Commissioners on the candidate testing process. Currently attending the active shooter incident management course. Will be teaching rescue task force to MABAS 21 next week.

Communications/IT – Some progress with the alerting system improvements. We are moving away from the use of the microwave system.

SWAT – No Callouts to report.

Commissioners: We were able to complete the task of getting a posting for Firefighter/Paramedic using National Testing Services. Thanks to Firefighter Scanlon and Deputy Chief Spoo for their assistance in putting this together. Currently active and will continue for 35 days online. No signups currently and will check again tonight.

Attorney: Not in attendance. No report.

NEW BUSINESS

None.

**UNFINISHED
BUSINESS**

None.

COMMITTEE OF THE WHOLE

None.

GOOD OF THE ORDER

President Bernardoni acknowledged the efforts of those who attended training in Lombard (NIAFPD). Special acknowledgement to Mr. Don Fontana as one of the longest standing Fire Service Board Members.

CLOSED SESSION

None.

ADJOURNMENT

Motion to adjourn the meeting at 6:29 p.m. was made by Secretary Stratakos, seconded by President Bernardoni. Roll Call Vote - Ayes: Secretary Stratakos, President Bernardoni; Nays: None.

Motion carried.

Open Session Minutes prepared by Stacey Collaros, Office Manager

Approval: March 11, 2025