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Central Stickney Fire Protection District
4951 SOUTH LOTUS AVENUE STICKNEY TWP., ILLINOIS 60638

Bruce Zelasko, President
Fortino Carrillo, Treasurer
Karl Frixen, Secretary

November 9, 2023

The Central Stickney Fire Protection District Board held their Regular Monthly Meeting on November 9, 2023 at the Central Stickney Fire House, 4951 S. Lotus Avenue, Stickney Township, Illinois, 60638.

The Pledge of Allegiance was said.

ROLL CALL

Fortino Carrillo
Karl Frixen
Bruce Zelasko

ALSO PRESENT

Brian McMahon, Chief
Mike Cainkar, Attorney
Sue Staneart, Recording Secretary

Mr. Zelasko called the meeting to order at 6:32 P.M.

PUBLIC INPUT

None.

APPROVAL OF MINUTES

Mr. Zelasko motioned seconded by Mr. Carrillo to approve the October 12, 2023 Regular Meeting Minutes.

ROLL CALL: Ayes: Carrillo, Frixen, Zelasko
Nays: None.

Motion carried.

APPROVAL OF BILLS

Mr. Zelasko motioned seconded by Mr. Frixen to approve payment of the Bills Payable with a total disbursement of \$33,492.32.

ROLL CALL: Ayes: Carrillo, Frixen, Zelasko
Nays: None.

Motion carried.

ATTORNEY'S REPORT

Mr. Cainkar said that he did not have anything to report this month.

TREASURER'S REPORT

Mr. Carrillo read the following Treasurer's Report dated October, 2023:

Opening Balance for October 1, 2023		\$ 727,224.76
DEPOSITS		
10/6/2023	Medical Reimbursement	8,954.83
10/6/2023	Food & Flowers Club	216.00
10/10/2023	State Property Replacement Tax	27,356.26
10/10/2023	Medical Reimbursement	224.48
10/13/2023	Medical Reimbursement	262.50
10/25/2023	Medical Reimbursement	929.60
10/31/2023	Medical Reimbursement	16,522.70
10/31/2023	Foreign Fire Tax	<u>3,135.49</u>
TOTAL DEPOSITS FOR OCTOBER, 2023		<u>\$ 57,601.23</u>
EXPENDITURES		
PAYROLL, TAXES, IMRF, FEES		53,551.70
BILLS PAID		<u>33,492.32</u>
TOTAL EXPENDITURES FOR OCTOBER, 2023		<u>\$ 87,044.02</u>
CLOSING STATEMENT BALANCES FOR OCTOBER 31, 2023:		
	CHECKING 2	\$148,864.16
	CHECKING 3	\$193,908.77
	SAVINGS	<u>\$350,105.33</u>
	TOTAL	\$692,878.26

Mr. Zelasko motioned seconded by Mr. Frixen to approve and accept the Treasurer's Report.

ROLL CALL: Ayes: Carrillo, Frixen, Zelasko
Nays: None.

Motion carried.

CHIEF'S REPORT

Chief McMahon reported that there were 55 total calls for the month of October, 2023.

Fire:	30	Ambulance:	25
In-town Fires:	25	In-town:	17
M/A Fires:	5	M/A:	8

Fuel used: Gasoline: 115.7 gallons Diesel: 90.0 gallons

There were no major in-town incidents to report.

Training Report:

Total Contact hours of training: 840

Fire Training Topics: 311

Officer Training: 3

Drivers Training, Vehicle Checks, Maintenance checks & Other: 526

The training topics for October were:

1. Portable Fire extinguishers
2. New SCBA G1 RIT pack
3. Struts & Air Bags

The training topics for November are:

1. Fire Department SOP's & Order of Response
2. Cross Lay Lead Outs
3. Stair-chair use

On November 9th we will be sending our last crew for the year to Bedford Park for our quarterly live fire training.

Vehicle, Equipment, and House Maintenance & Other:

- In October we had new hire, FF/EMT Willian Waters. Six members on leave of absence (Naser, Corcoran, Herrera, Tesch, Nikischer, Quijada – 1-yr military leave). FF Baena on Lay-up.
- We still have open shifts, and no additional applications came in. We now have 29 members eligible monthly to fill the schedule.
- The proposal to give a \$200 Bonus to a current member that recruits a Paramedic to CSFPD has been implemented but no new hires as of yet.

Engine 905 returned from annual PM, pump test and repairs.

Ambulance 909 went in.

We had a problem with the urinals in the men's bathroom and one overflowed. The plumbers were called out and they will be replacing the mechanisms so this cannot happen again.

We had a problem with one of the electrical lines on the bay floor. S&M Electric came out and found a dead short in one line. They came back out this week to run a new line. This is a 1-day job which is finished.

The HVAC company was called out because only one bay floor heater was working when turned on this month. They PM'd all 3 units and got 2 working, however Heater 2 required a new gas valve and some electrical parts. The parts were ordered and they came back out and completed the repairs.

The Foreign Fire Tax Check arrived for \$3,135.49 and was deposited in the General Fund.

The Foreign Fire Tax Board will schedule their meeting and determine what they are going to purchase and I will place the order and pay for it.

Fire Prevention Week went well and we had 3 full days of visits from the school. DC Staidl ordered and put together gift bags for all of the students.

FF O'Brien visited the school as a guest reader and the classes loved it.

A/C Cotter and I went thru the gear room and removed all of the expired and damaged gear and placed it out of service. (See donation for more under New Business)

Loyola EMS is changing their program for ambulance call documentation. We were required to purchase the new program and purchase an iPad with a Verizon data plan. All has been completed and they are in the training part of the project now. We did not have to renew the contract with the old program. Once the new program is live, we will also be returning the Panasonic Toughbook that we were using with the old program which we were leasing. Their data plan thru Verizon for the Toughbook will also be cancelled.

Candy was purchased for Halloween and was handed out by the duty crew.

I am working with Elizabeth from Cainkar's office on writing the policy for the new PTO law. We should have it ready for the next meeting to be approved.

Chief McMahon read the following Fire Prevention and Public Safety Report for October, 2023 submitted by Deputy Chief Staidl:

1. I received notification from FSCI that Combined Warehouse 4920 & 5000 S. Central Ave have two open permits since 2019. (10/02)
2. I received notice from FSCI for that Reliable Fire & Security call for inspection on 10/3 at 4801 S. Lorel Ave for alarm – 52 devices – Final of 5 units – Passed with corrections. (10/04)
3. Emily Ebanks of MG2: Global Architecture and Design Firm requested a fire alarm and sprinkler waiver for a proposed 4' x 4' guard booth at the Target Distribution Center at 5064 S. Merrimac Ave (10/05). The fire alarm and sprinkler waiver was approved for the proposed 4' x 4' guard booth at the Target Distribution Center at 5064 S. Merrimac Ave. (10/16)
4. I received notification from FSCI that Reliable Fire & Security submitted an As Built review submittal for the fire alarm system modification at 4801 S. Lorel (10/17)

5. I received notification from Shannon Kloss of Central States Automatic Sprinklers, Inc., who'd like to schedule the Annual Fire Pump tests for the 51st Street Pump houses for Tuesday November 7th. I advised Shannon that CSFPD does not witness annual fire pump tests; only new installs. Please upload all reports to The Compliance Engine (Brycer). Also please let all occupants on the 51st Street Association Loop know to put their alarm OOS to avoid any false alarm during testing.

Combined Warehouse Progress:

Items discussed with the building owner:

1. You reached out to FSCI for the fire suppression analysis and hazard analysis, but they advised you that they are busy and unable to assist for a couple of weeks.
2. You are responsible for the Inspection, Testing and Maintenance of all fire alarm, fire suppression and/or and specifically fire protection equipment system and will work with Ryan to review the annual reports and have the required maintenance completed.
3. All permits will be submitted to FSCI.
4. You will send over a copy of your owner/tenant lease agreements for verification that tenants are required to maintain their units.

Please keep me updated with progress towards code compliance.

Mr. Zelasko noted that there are 300 sprinkler heads to be inspected.

Chief McMahon reported that Jason scheduled a meeting for November 16th with the original inspector, the owner and the fire company. They are making progress.

Mr. Zelasko asked if this is because it's such a large facility.

Chief McMahon answered yes.

Mr. Zelasko motioned seconded by Mr. Frixen to approve the Chief's Report and the Fire Prevention and Public Safety Report.

ROLL CALL: Ayes: Carrillo, Frixen, Zelasko
Nays: None.

Motion carried.

NEW BUSINESS

Mr. Zelasko motioned seconded by Mr. Frixen to approve Ordinance No. 2-2023, an Ordinance Providing for the Levying, Assessment and Collection of Taxes for Corporate and Other Purposes in the Central Stickney Fire Protection District for the Fiscal Year Beginning April 1, 2023 and Ending March 31, 2024.

ROLL CALL: Ayes: Carrillo, Frixen, Zelasko
Nays: None.

Motion carried.

There was a discussion regarding the donation of used, as is, firefighter's pants, coats, boots and helmets to the Jalpa Fire Department, Town of Jalpa, Mexico. Juan Lopez of our department is the contact for this donation.

Mr. Cainkar advised the Board to have them sign a letter to accept the donation "as is" with the understanding that there is no warranty and a hold harmless agreement as well.

Chief McMahon advised the Board that the recommended letter is in their packet for review.

Mr. Carrillo motioned seconded by Mr. Zelasko to donate the surplus CSFPD gear deemed out of service to the Town of Jalpa, Mexico for use by their Fire Department, once the release letter is signed.

ROLL CALL: Ayes: Carrillo, Frixen, Zelasko
Nays: None.

Motion carried.

ADJOURNMENT

Mr. Zelasko motioned seconded by Mr. Carrillo to adjourn the meeting.

ROLL CALL: Ayes: Carrillo, Frixen, Zelasko
Nays: None.

Motion carried.

The meeting was adjourned at 6:50 P.M.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "B Zelasko", written in black ink.

Bruce Zelasko, President

A handwritten signature in cursive script, appearing to read "Karl Frixen", written in black ink.

Karl Frixen, Secretary