



**FIRST FIRE PROTECTION DISTRICT OF ANTIOCH TOWNSHIP
(Admin Bldg.) 438 Orchard Street, Antioch, IL. 60020**

June 11, 2024

CALL TO ORDER

The regular meeting of the Board of Trustees was called to order by Trustee Dvorak at 5:15 P.M. 438 Orchard Street, Antioch, IL.

ATTENDANCE

The Following Trustees were present, Trustee Dvorak, Trustee Ruth, Chief Cokefair L. Kikos, Trustee Ebert late, Trustee Dalgaard & Attorney Flaherty absent, guest Deputy Chief Cook, Eric Liebert.

PUBLIC COMMENT

None

SWEARING IN

Trustee Dvorak swore in Eric Liebert as the new trustee for the First Fire Protection District.

APPOINTMENTS

Trustee Dvorak noted when appointing a new trustee the board needs to reorganize the board for the three positions. Trustee Liebert nominated Trustee Dvorak to remain as President for the FFPD, second Trustee Ruth. All in favor

On roll call the vote was:

YES: Dvorak, Ruth, Liebert 2 absent

NO: 0

THE MOTION CARRIED

Trustee Dvorak nominated Trustee Ruth as secretary, second Trustee Liebert Motion All in favor.

Trustee Ruth nominated Trustee Ebert as Treasurer, second Trustee Liebert, All in favor.

MINUTES

Trustee Dvorak presented the District Minutes May 8th and Special meeting May 21, 2024. Trustee Ruth motioned, second Trustee Liebert to approve the District Minutes of May 8th and Special meeting of May 21, 2024, as presented.

On roll call the vote was:

YES: Dvorak, Ruth, Liebert 2 absent

NO: 0

THE MOTION CARRIED

TREASURERS REPORT

The Treasurer report was presented by Trustee Dvorak see attached. Trustee Ebert will clear out the State Bank of the Lakes Account and transfer the remaining funds into Heartland Bank account.

A motion made by Trustee Liebert second Trustee Ruth to approve the June 11, 2024; treasurer's report as presented.

On roll call the vote was:

YES: Dvorak, Ruth, Ebert, Liebert 2 absent

NO: 0

THE MOTION CARRIED

AUTHORIZE PAYMENT

Trustee Dvorak reviewed the bills list with the trustees. A motion was made by Trustee Ruth second Trustee Liebert to approve the district bills of June 11, 2024 and transfer funds from the corporate Fund Money Market Account #016624-05 to the checking account #016624-01 at Heartland Bank to cover payment of account payables for June 11, 2024, as audited by the district board in the amount of \$835,462.63 for the First Fire Protection District A/P \$238,717.19 debited from the 403 accounts for payroll/tax liabilities for a total of \$1,074,179.82 as presented.

On roll call the vote was:

YES: Dvorak, Ruth, Liebert 2 absent

NO: 0

THE MOTION CARRIED

AUTHORIZE TRANSFER

A motion was made by Trustee Ruth second Trustee Libert to transfer \$500,000 from the operating money market account to the checking account at Heartland bank for June 11, 2024, account payables, as presented.

On roll call the vote was:

YES: Dvorak, Ruth, Ebert, Liebert 1 absent

NO: 0

THE MOTION CARRIED

COMMITTEE REPORT

None

ATTORNEYS REPORT

None

CHIEF COKEFAIR

review of attached Chief's Report.

Action Items

Discussion ensued regarding the departments joining the Lake Com dispatch center and what it all entails and Possible Action on Resolution 2024-1 and entering into an Intergovernmental Agreement to join LakeCom, the New Dispatch Center with other Lake County Partners. A motion was made by Trustee Liebert, second Trustee Ebert to approve Resolution 2024-1 and IGA joining the LakeCom dispatch center with other Lake County Partners as presented.

On roll call the vote was:

YES: Dvorak, Ruth, Ebert, Liebert 1 absent

NO: 0

THE MOTION CARRIED

CHIEF COKEFAIR

Discussion and Possible Action on declaring 2196-2013 Chevrolet Tahoe surplus allowing the Fire Chief to sell at Auction. A motion was made by Trustee Liebert second Trustee Ruth to approve the sale of the 2196 as surplus as presented.

YES: Dvorak, Ruth, Ebert, Liebert 1 absent

NO: 0

THE MOTION CARRIED

Discussion and Possible Action on declaring 2170-1992 F250 surplus allowing the Fire Chief to sell at Auction. A motion was made by Trustee Liebert, second Trustee Ruth, to declare 2170 as surplus and sell at auction as presented.

On roll call the vote was:

YES: Dvorak, Ruth, Ebert, Liebert 1 absent

NO: 0

THE MOTION CARRIED

Discussion and Possible Action on declaring 2147-2015 International Ambulance surplus allowing the Fire Chief to sell at Auction. A motion was made by Trustee Liebert, second Trustee Ruth to declare Ambulance 2147 as surplus and sell at auction as presented.

On roll call the vote was:

YES: Dvorak, Ruth, Ebert, Liebert 1 absent

NO: 0

THE MOTION CARRIED

Discussion and Possible Action on declaring 2006 Amkus Extrication equipment surplus allowing the Fire Chief to sell at Auction. A motion was made by Trustee Liebert, second Trustee Ruth to declare Ambulance 2147 as surplus and sell at auction as presented.

On roll call the vote was:

YES: Dvorak, Ruth, Ebert, Liebert 1 absent

NO: 0

THE MOTION CARRIED

Discussion and Acknowledgement that the 2024-2025 Budget and Appropriation Ordinance posting and hearing re-posted for a July 10, 2024 hearing date.

Discussion Items

CHIEF COKEFAIR

Construction Project Update -outbuilding laid out incorrectly, facing the wrong way, was noted and doesn't affect anything. Switch holding up one bathroom until the end of September move in date. Roof top units bay area came off, patching up. Station 2 demo starts tomorrow and went over some cost saving ideas and end of August finishing up.

2024-25 Tentative Budget update one change in budget adjusted interest income, insurance went up 5,000 more and workers comp went up 15,000 more.

SAVE THE DATE: Illinois Fire Service Conference - September 15 - 18, 2024 in Peoria. We return to the Peoria Civic Center in partnership with IL Fire Chiefs Association. IFSC 2024 schedule presents 3 days of programming, 4 separate tracks, (Trustees, Leadership, EMS & Pension), 20 Timely Topics and roughly 20 participating speakers!

Dianas position is being dissolved on the 28th of June and has been given the Cobra information.

TRUSTEE DVORAK

None

TRUSTEE RUTH

NONE

TRUSTEE DALGAARD

Absent

TRUSTEE EBERT

Training wise got to go to extrication class and was interesting.

TRUSTEE LIEBERT

NONE



Antioch Fire Department and the
First Fire Protection District of Antioch Township

Inter-Departmental Memorandum

To: Trustees of the First Fire Protection District of Antioch Township
From: Jon Cokefair, Fire Chief
Date: Friday, June 07, 2024
Re: Fire Chief's monthly status and information report

PERSONNEL Items of interest

New Paramedics: Dan Frank

Certifications: Fire Academy Graduates: Tim Schenk / Angelina Innamorato/ Madison Willburn
EMT Academy Graduates: Remi Merrill / Magda Rogg/ Niko Rivas

May Anniversaries

FF Jeff Van Patten – 38 years
Lt. Max Quinnett -13 years
FF/EMT Collin Spude – 10 years
Lt. Raeanne Fisher – 9 years
FF/EMT Megan Morris – 2 years

Support Services Anniversaries

Dave Horton – 9 years

New Hires-

None

New Hire Support Services

None

Resignations

None

Leave of Absence

None

Return to Duty

None

Moved to Support Services

None

Facilities

Station 1

Daily Status sent out. Making great progress

Station 2

Crews are in the trailers and some demos have been started. Footing is poured for the outbuilding.

Station 3

No Report

Station Renovation

We continue to meet with FGM and Camosy Construction. This meeting is with the site superintendent and the project coordinator.

Proposed Schedule:
Station 2 underway

Estimates

June 2024 - \$1,000,000

July 2024 - \$900,000

August 2024 - \$750,000

September 2024 - \$650,000

October 2024 - \$500,000

November 2024 - \$350,000

Continued to look at Furnishing possibilities.

Construction Expenditures to date:

<u>Company</u>	<u>Expenditure Total</u>
Camosy	\$ 1,976,902.00
Re Allen	\$ 7,700.00
FGM	\$ 684,237.43
Storage Facility	\$ 39,975.00
Office Facility	\$ 26,000.00
Fees	\$ 3,652.00
Total	\$ 2,738,466.43

Vehicle Information

2149	Fixed the seats		
2125	Springs, A/C UNIT		
2131	Monthly inspection	Ordered new seat belts	

Monthly Mileage

	April	May	Monthly Total
2140	127,005	128,376	1,371
2141	73,466	76,261	2,795
2147	154,957	155,188	231
2149	176,458	178,437	1,979
2121	10,412	10,765	353
2123	39,496	39,851	355
2125	75,888	76,180	292
2126	Storage		
2163	25,130	25,279	149
2131	17,540	18,248	708

Training

The Training Division worked on a new layout of training to meet the needs of OFSM and OSHA requirements in quarterly layout. The quarterly layout was rolled out at the end of January, giving members the ability to see their progress and know what training documents / activities need to be recorded and mimicked by Fire manager.

Training Hours-

May- 2193hours

2024- 7606 hours

Notable Trainings May

- Rain Delay low grade full practical by band shell
- Call review from tech rescue call (will be updating training to meet the needs)

Daily / Weekly Training

- Back to basics with both EMS and Fire training
 - o Protocol review / EKG
 - o Mandatory TS courses
 - o Hydrants / Water Supply
 - o FAE pump test

Fire Prevention

88 Inspections

Fire Drill- Antioch Upper

Hydro Test-Residential Sprinkler-Tammi Drive

Final Fire Alarm Test-Ringers Sports Complex

Inspectors Meeting

Safety Meeting

Last week of Fire Investigator class

Boat Training

913 Main meeting with owner regarding basement buildout also told owner the locks on front door needed to be changed to ¼ turn thumb latch instead of keyed lock

904 Main meeting with tenant advised them to have ADS come out and repair the alarm system

2 Businesses that would not allow me to inspect

Don O Vans- Boat Covers

Steitz's Marina

All in all things going well. I like to be busy and it seems to get busier every month.

Steve McDaniel

Fire Inspector

Freedom Of Information Act Requests

	<u>EMS</u>	<u>FIRE</u>
May	3	2
2024	14	18

May



Incident Type Report (Summary) Fire

Basic Incident Type Code And Description (FD1.21)	Total Incidents	Total incidents Percent of Incidents	Total Property Loss	Total Content Loss	Total Loss	Total Loss Percent of Total
Incident Type Category (FD1.21): 1 - Fire						
131 - Passenger vehicle fire	2	0.68%				
150 - Outside rubbish fire, other	1	0.34%	0.00	0.00	0.00	
Total:	3	1.02%	Total: 0.00	Total: 0.00	Total: 0.00	Total: 0.00%
Incident Type Category (FD1.21): 3 - Rescue & Emergency Medical Service Incident						
300 - Rescue, EMS incident, other	6	2.05%				
320 - Emergency medical service, other	2	0.68%				
321 - EMS call	187	63.82%				
322 - Motor vehicle accident with injuries	13	4.44%				
324 - Motor vehicle accident with no injuries	2	0.68%				
341 - Search for person on land	1	0.34%				
360 - Water & ice-related rescue, other	1	0.34%				
Total:	212	72.35%	Total: 0.00	Total: 0.00	Total: 0.00	Total: 0.00%
Incident Type Category (FD1.21): 4 - Hazardous Condition (No Fire)						
412 - Gas leak (natural gas or LPG)	3	1.02%				
421 - Chemical hazard (no spill or leak)	1	0.34%				
424 - Carbon monoxide incident	1	0.34%				
440 - Electrical wiring/equipment problem, other	1	0.34%				
444 - Power line down	5	1.71%				
Total:	11	3.75%	Total: 0.00	Total: 0.00	Total: 0.00	Total: 0.00%
Incident Type Category (FD1.21): 5 - Service Call						
500 - Service call, other	6	2.05%				
550 - Public service assistance, other	1	0.34%				
551 - Assist police or other governmental agency	1	0.34%				
553 - Public service	2	0.68%				
571 - Cover assignment, standby, moveup	8	2.73%				
Total:	18	6.14%	Total: 0.00	Total: 0.00	Total: 0.00	Total: 0.00%
Incident Type Category (FD1.21): 6 - Good Intent Call						
600 - Good intent call, other	1	0.34%				
611 - Dispatched and cancelled en route	12	4.10%				
Total:	13	4.44%	Total: 0.00	Total: 0.00	Total: 0.00	Total: 0.00%
Incident Type Category (FD1.21): 7 - False Alarm & False Call						
700 - False alarm or false call, other	5	1.71%				
711 - Municipal alarm system, malicious false alarm	1	0.34%				
730 - System malfunction, other	3	1.02%				
731 - Sprinkler activation due to malfunction	1	0.34%				
733 - Smoke detector activation due to malfunction	1	0.34%				
735 - Alarm system sounded due to malfunction	1	0.34%				
736 - CO detector activation due to malfunction	1	0.34%				
740 - Unintentional transmission of alarm, other	1	0.34%				
743 - Smoke detector activation, no fire - unintentional	4	1.37%				
744 - Detector activation, no fire - unintentional	1	0.34%				
745 - Alarm system activation, no fire - unintentional	17	5.80%				
Total:	36	12.28%	Total: 0.00	Total: 0.00	Total: 0.00	Total: 0.00%
Total:	283	Total: 100.00%	Total: 0.00	Total: 0.00	Total: 0.00	Total: 0.00%

FIRE Calls 81 EMS Calls 212 PCR's Written 228

Structure Fires – None

May



NFIRS Run Data Report - Day of Week

Day of Week	Number of Incidents
01 - Sunday	42
02 - Monday	29
03 - Tuesday	31
04 - Wednesday	36
05 - Thursday	55
06 - Friday	52
07 - Saturday	57
Total:	302

This total includes "Test Calls"

21 PARAMEDICS/ 39 EMT'S (12 PARAMEDIC STUDENTS)

CAR SEATS -?

CPR - ?

FULL ARRESTS/DOA

@ 2

Action Items

Discussion and Possible Action and Resolution 2024-1 on entering into a Intergovernmental Agreement to join Lake Com. the New Dispatch Center with other Lake County Partners.
Discussion and Possible Action on declaring 2196-2013 Chevrolet Tahoe surplus allowing the Fire Chief to sell at Auction.
Discussion and Possible Action on declaring 2170-1992 F250 surplus allowing the Fire Chief to sell at Auction
Discussion and Possible Action on declaring 2147-2015 International Ambulance surplus allowing the Fire Chief to sell at Auction.
Discussion and Possible Action on declaring 2006 Amkus Extrication equipment surplus allowing the Fire Chief to sell at Auction.
Discussion and Action on the 2024-2025 Budget and Appropriation Ordinance posting and hearing on July 10, 2024

Discussion Items

Construction Project Update

2024-25 Tentative Budget update

SAVE THE DATE: Illinois Fire Service Conference - September 15 - 18, 2024 in Peoria
We return to the Peoria Civic Center in partnership with IL Fire Chiefs Association. IFSC 2024 schedule presents 3 days of programming, 4 separate tracks, (Trustees, Leadership, EMS & Pension), 20 Timely Topics and roughly 20 participating speakers!

Please contact me with any questions or concerns.

Respectfully Submitted
Jon Cokefair
Fire Chief

Request For Board Action

REFERRED TO BOARD: June 12, 2024

SUBJECT: Consideration of a Motion authorizing the First Fire Protection District of Antioch to declare Fire Department 2006 Amkus Extrication Equipment as surplus and direct the Fire Chief to dispose of the asset in the best means practical for its fair market value.

SUMMARY AND BACKGROUND OF SUBJECT MATTER:

2006 Amkus Extrication tools: Cutters, Spreaders, 2- Rams. Power unit and hoses. This unit was replaced with the new battery-operated units.

FINANCIAL IMPACT: Funds from the sale will be placed into the Vehicle Replacement Fund.

DOCUMENTS ATTACHED:

None

RECOMMENDED MOTION:

Move to approve the motion authorizing the First Fire Protection District of Antioch to declare Fire Department 2006 Amkus Extrication Equipment as listed as surplus and direct the Fire Chief to dispose of the asset in the best means practical for its fair market value.

Request For Board Action

REFERRED TO BOARD: June 12, 2024

SUBJECT: Consideration of a Motion authorizing the First Fire Protection District of Antioch to declare Fire Department vehicle 2147, 2015 International Horton Ambulance Vin # 1HTJSSKK4FH523141 as surplus and direct the Fire Chief to dispose of the asset in the best means practical for its fair market value.

SUMMARY AND BACKGROUND OF SUBJECT MATTER:

2147, 2015 International Horton Ambulance, mileage 115,188 was replaced in the 2023-2024 Budget year.

FINANCIAL IMPACT: Funds from the sale will be placed into the Vehicle Replacement Fund.

DOCUMENTS ATTACHED:

None

RECOMMENDED MOTION:

Move to approve the motion authorizing the First Fire Protection District of Antioch to declare Fire Department vehicle 2147, 2015 International Horton Ambulance Vin # 1HTJSSKK4FH523141 as surplus and direct the Fire Chief to dispose of the asset in the best means practical for its fair market value.

Request For Board Action

REFERRED TO BOARD: June 12, 2024

SUBJECT: Consideration of a Motion authorizing the First Fire Protection District of Antioch to declare Fire Department vehicle 2170, 1992 Ford F-350 Vin # 2FDKF38M2NCA35022 as surplus and direct the Fire Chief to dispose of the asset in the best means practical for its fair market value.

SUMMARY AND BACKGROUND OF SUBJECT MATTER:

2170, 1992 Ford F-350, mileage 16,345 was replaced in the 2023-2024 Budget year.

FINANCIAL IMPACT: Funds from the sale will be placed into the Vehicle Replacement Fund.

DOCUMENTS ATTACHED:

None

RECOMMENDED MOTION:

Move to approve the motion authorizing the First Fire Protection District of Antioch to declare Fire Department vehicle 2170, 1992 Ford F-350 Vin # 2FDKF38M2NCA35022 as surplus and direct the Fire Chief to dispose of the asset in the best means practical for its fair market value.

Request For Board Action

REFERRED TO BOARD: June 12, 2024

SUBJECT: Consideration of a Motion authorizing the First Fire Protection District of Antioch to declare Fire Department vehicle 2196, 2013 Tahoe Vin # 1GNSK2E01DR135584 as surplus and direct the Fire Chief to dispose of the asset in the best means practical for its fair market value.

SUMMARY AND BACKGROUND OF SUBJECT MATTER:

2196 2013 Tahoe, mileage 86,210 was replaced in the 2023-2024 Budget year.

FINANCIAL IMPACT: Funds from the sale will be placed into the Vehicle Replacement Fund.

DOCUMENTS ATTACHED:

None

RECOMMENDED MOTION:

Move to approve the motion authorizing the First Fire Protection District of Antioch to declare Fire Department vehicle 2196, 2013 Tahoe Vin # 1GNSK2E01DR135584 as surplus and direct the Fire Chief to dispose of the asset in the best means practical for its fair market value.

NEW BUSINESS

NONE

OLD BUSINESS

Trustee Ebert, companies for Chiefs position? The group decided good with the two companies that presented. Chief will bring to the board in July.

PUBLIC COMMENT

NONE

EXECUTIVE SESSION

NONE

ADJOURN

Trustee Ebert made a motion, second by Trustee Liebert to adjourn the meeting at 17:44 pm as presented.

On roll call the vote was:

YES: Dvorak, Ruth, Ebert, Liebert 1 absent

NO: 0

THE MOTION CARRIED



Timothy Ruth, Secretary