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

August 14, 2024

CALL TO ORDER

The regular meeting of the Board of Trustees was called to order by Trustee Dvorak at 5:00 P.M. 438 Orchard Street, Antioch, IL.

ATTENDANCE

The Following Trustees were present, Trustee Dvorak, Trustee Ruth, Trustee Ebert, Trustee Dalgaard, Trustee Liebert via zoom, Attorney Flaherty via zoom, Chief Cokefair, Office Mgr. Lori Kikos, Deputy Chief Cook.

PUBLIC COMMENT

None

MINUTES

Trustee Dvorak presented the District Minutes of July 10, 2024. Trustee Ebert motioned, second Trustee Dalgaard to approve the District Minutes of July 10, 2024, as presented.

On roll call the vote was:

YES: Dvorak, Ruth, Liebert, Ebert, Dalgaard

NO: 0

THE MOTION CARRIED

TREASURERS REPORT

The Treasurer report was presented by Trustee Ebert see attached. bottom of report added end of month to formula instead of subtracting Admin Kikos fixed to have the corrected amount signed. Trustee Ebert closed out state bank of the lakes and will be reflected next month. A motion made by Trustee Dalgaard second Trustee Ruth to approve the August 14, 2024; treasurer's report as presented.

On roll call the vote was:

YES: Dvorak, Ruth, Ebert, Liebert, Dalgaard

NO: 0

THE MOTION CARRIED

AUTHORIZE PAYMENT Trustee Dvorak reviewed the bills list and asked if there were any comments or questions. A motion was made by Trustee Dalgaard second Trustee Ruth to approve the district bills August 14, 2024 and transfer funds from the corporate Fund Money Market Account #016624-05 to the checking account #016624-01 at Heartland Bank in the amount of \$340,000, to cover payment of account payables for August 14, 2024, as audited by the district board in the amount of \$519,148.60 for the First Fire Protection District A/P \$150,698.43 debited from the 403 accounts for payroll/tax liabilities for a total of \$669,847.03 as presented.

On roll call the vote was:

YES: Dvorak, Ruth, Liebert, Ebert, Dalgaard

NO: 0

THE MOTION CARRIED

COMMITTEE REPORT None

ATTORNEYS REPORT Attorney Flaherty noted conference coming up 15-18th Peoria small equipment grant coming up October 1, 2024.

CHIEF COKEFAIR review of attached Chief's Report.

Action Items

Discussion and Possible Action on entering ARA Agreement with McHenry Fire, lays out generically what each can ask for in aide. A motion was made by Trustee Dalgaard, second Trustee Ruth to accept entering into a ARA Agreement with McHenry Fire as presented.

On roll call the vote was:

YES: Dvorak, Ruth, Ebert, Liebert, Dalgaard

NO: 0

THE MOTION CARRIED

Discussion and Possible Action on closing the current checking account at Heartland Bank and re-establishing a new account at Heartland Bank due to the fraudulent check that was cashed. A motion was made by Trustee Ebert, second Trustee Dalgaard to close the current checking account at Heartland Bank and open a new one at the existing bank as presented.

YES: Dvorak, Ruth, Ebert, Liebert, Dalgaard

NO: 0

THE MOTION CARRIED

Discussion and Possible Action on allowing the Admin Staff to pay invoices via ACH or Bill Pay whenever possible to minimize the use of paper checks. A motion was made by Trustee Ebert, second Trustee Dalgaard to authorize the district bills to be paid via ACH or Bill pay as presented.

On roll call the vote was:

YES: Dvorak, Ruth, Ebert, Liebert, Dalgaard

NO: 0

THE MOTION CARRIED

CHIEF COKEFAIR

Discussion Items

Construction Project Update – Station 1 excavation, curbs trying to get asphalt in, then sidewalks and landscaping. Basement cabinets, tiled, shower basins in on north side. Compressor in the mezzanine about a month behind with manpower and getting product in. Out of storage building by September 30th. John Camosey in for the last two meetings to pressure the contractors. Hoping October 1st North side, holding off station 3 only letting them do the roof. Bay doors on the west side look nice.

Deep Lake Road project is back on the table 2025-2026 no update.

Administrative Assistant search update made an offer waiting to hear. The first person turned down because of pay.

Mobile Integrated Health is finally out and hit the streets in Wauconda groups of two, six hours total for each one a lot of information with two patients a day. Two years of funding at this pace.

Lake Com board meeting picked executive board, Wauconda's president representing, and Ed Lecher from Fox Lake representing the fire departments, and our board meets quarterly. Looking for Executive director search.

Web site updated please wear shirts next meeting to take some head shots for the web site.

Final Draft of the audit done next week and will be approved at the September board meeting along with Lauterbach to present.

John Falduto will be out in September for quarterly report.

Chief search update processes for Illinois Fire Chiefs, this is board driven, qualifications - bachelor's degree in finance or fire service



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, August 09, 2024
Re: Fire Chief's monthly status and information report

PERSONNEL Items of interest

New Paramedics: Blake Radtke

Certifications: None

July Anniversaries

B/C Tim Taylor – 24 years

FF/PM Marianne Peistrup – 24 years

B/C Ryan Keefe – 20 years

FF Troy Sunday -19 years

FF Brian Weston – 15 years

LT. Frankie Contreras-Gomez – 12 years

FF/EMT Johnny Agosti – 4 years

FF/EMT Kyle Mule – 3 years

FF/EMT Leo Limon-Prado – 1 year

FF/EMT Remi Merrill – 1 year

FF/EMT Carlos Renteria – 1 year

FF/EMT Leo Rodriguez- Vasquez – 1 year

FF/EMT Magda Rogg – 1 year

FF/EMT Madison Wilburn – 1 year

Support Services Anniversaries

Mike Klaw – 7 years

New Hires-

None

New Hire Support Services

None

Resignations

Ff/EMT Aidan Lowery- Zion

Leave of Absence

None

Return to Duty

None

Moved to Support Services

None

Facilities

Station 1

Still forward progress, slowly but surely.

Station 2

The outbuilding is up, and they are working on the siding and roof. All of the new windows are installed.

Station 3

Having some issues with the ejector pump for sanitation. Working with our plumber to get this fixed.

Other

Continue to have weekly meetings with Camosy and FGM.

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

Deposit on Furnishings.

Construction Expenditures to date:

<u>Company</u>	<u>Expenditure Total</u>
Camosy	\$ 2,731,941.00
Re Allen	\$ 7,700.00
FGM	\$ 684,237.43
Storage Facility	\$ 39,975.00
Office Facility	\$ 26,000.00
Warehouse Direct	\$ 72,539.56
Feathershark	\$ 39,937.38
Fees	\$ 3,652.00
Total	\$ 3,605,982.37

Vehicle Information

***	All Air-Packs and mask tested	***
	2140 PM service	
	2149 Fixed the seats	
	2123 Replace switch on pump	
	2131 Monthly inspection PM service,	
	2121 Check the A/C unit and tested the primer pump	
	2172 Exhaust to Antioch Auto	
B-21/2191	Cap letters <u>Added a plug for charging</u>	

Monthly Mileage

	June	July	Monthly Total
2140	129944	130,795	851
2141	77,983	80,350	2,367
2142	2135	5,199	3,064
2149	179161	181,043	1,882
2121	11,282	11,662	380
2123	40,182	40,551	369
2125	76,687	77,098	411
2126	Storage		
2163	25,328	25,441	113
2131	18,559	19,296	737

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-

July- 2,047

2024- 11,333 hours

Notable Trainings July

- Review with Honor Guard on a possible save. More to follow
- Solar panels hosted by Lake Villa

Daily / Weekly Training

- Back to basics with both EMS and Fire training
 - o Water supply
 - o Nozzles and hose loads
 - o Vehicle Operations
 - Stabilization with Antioch Auto Multiple days / shifts

Fire Prevention

51- Inspections

4- Re-inspections- All passed

New Businesses

- 1- Papa's Treat Shop- In Bowling Alley
- 2- Trans Chicago Truck Repair—Rt 173 across from Menards
- 3- The Café—Small building where new splash park is

Buddhist Temple—New Fire Alarm Acceptance Test

Antioch High- Pump Test

Inspect Food Vendors at Chamber Of commerce event

Took Class at Fox Valley Fire regarding Bi Directional Amplifiers to improve radio communication in large structures

Childs Play- Evac Drill

Officer Meeting

With Chief at Village Hall meeting regarding Oasis Assisted Living Center

Steve McDaniel

Fire Inspector

Freedom Of Information Act Requests

	<u>EMS</u>	<u>FIRE</u>
July	0	6
2024	19	25

July



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						
113 - Cooking fire, confined to container	1	0.27%	0.00	1,000.00	1,000.00	3.33%
130 - Mobile property (vehicle) fire, other	1	0.27%	7,000.00	7,000.00	7,000.00	23.33%
131 - Passenger vehicle fire	3	0.82%	18,000.00	4,000.00	22,000.00	73.33%
Total:	5	Total: 1.36%	Total: 25,000.00	Total: 5,000.00	Total: 30,000.00	Total: 100.00%
Incident Type Category (FD1.21): 3 - Rescue & Emergency Medical Service Incident						
300 - Rescue, EMS incident, other	3	0.82%				
321 - EMS call	224	61.04%				
322 - Motor vehicle accident with injuries	10	2.72%				
323 - Motor vehicle/pedestrian accident (MV Ped)	1	0.27%				
324 - Motor vehicle accident with no injuries	5	1.36%				
342 - Search for person in water	1	0.27%				
Total:	244	Total: 66.49%	Total: 0.00	Total: 0.00	Total: 0.00	Total: 0.00%
Incident Type Category (FD1.21): 4 - Hazardous Condition (No Fire)						
411 - Gasoline or other flammable liquid spill	2	0.54%				
412 - Gas leak (natural gas or LPG)	3	0.82%				
424 - Carbon monoxide incident	2	0.54%				
444 - Power line down	8	2.18%				
445 - Arcing, shorted electrical equipment	7	1.91%				
Total:	22	Total: 5.99%	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	1.63%				
511 - Lock-out	2	0.54%				
531 - Smoke or odor removal	3	0.82%				
550 - Public service assistance, other	2	0.54%				
553 - Public service	6	1.63%				
554 - Assist invalid	1	0.27%				
571 - Cover assignment, standby, moveup	8	2.18%				
Total:	28	Total: 7.63%	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	3	0.82%				
611 - Dispatched and cancelled en route	6	1.63%				
622 - No incident found on arrival at dispatch address	1	0.27%				
651 - Smoke scare, odor of smoke	1	0.27%				
Total:	11	Total: 3.00%	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	1	0.27%				
730 - System malfunction, other	4	1.09%				
735 - Alarm system sounded due to malfunction	4	1.09%				
736 - CO detector activation due to malfunction	1	0.27%				
740 - Unintentional transmission of alarm, other	2	0.54%				
743 - Smoke detector activation, no fire - unintentional	4	1.09%				
744 - Detector activation, no fire - unintentional	5	1.36%				
745 - Alarm system activation, no fire - unintentional	33	8.99%				
746 - Carbon monoxide detector activation, no CO	3	0.82%				
Total:	57	Total: 15.53%	Total: 0.00	Total: 0.00	Total: 0.00	Total: 0.00%
Total:	367	Total: 100.00%	Total: 25,000.00	Total: 5,000.00	Total: 30,000.00	Total: 100.00%

FIRE Calls 123 EMS Calls 244 PCR's Written 259

Structure Fires – None

July



NFIRS Run Data Report - Day of Week

Day of Week	Number of Incidents
01 - Sunday	42
02 - Monday	68
03 - Tuesday	56
04 - Wednesday	69
05 - Thursday	38
06 - Friday	43
07 - Saturday	49
Total:	367

**26 PARAMEDICS/ 42 EMT'S (9 PARAMEDIC STUDENTS)
FULL ARRESTS/DOA @ 2**

Action Items

Discussion and Possible Action on entering an ARA Agreement with McHenry Fire

Discussion and Possible Action on Closing current Checking account at Heartland Bank and reestablishing a new account at Heartland Bank.

Discussion and Possible Action on allowing the Admin Staff to pay invoices via ACH or Bill Pay whenever possible to minimize the use of paper checks.

Discussion Items

Construction Project Update

Deep Lake Rd Project 2025-2026 No Update

Administrative Assistant search update.

MIH Update

Lake Com Update

SAVE THE DATE: Illinois Fire Service Conference - September 15 - 18, 2024 in Peoria
All are registered. Rooms at Four Points by Sheridan.

Please contact me with any questions or concerns.

Respectfully Submitted

Jon Cokefair

Fire Chief

field needed for transition. Please email the chief with information for the chief to pass on. Trustee Ebert asked if the chief has a job description, the chief noted it is in the department's policy manual. Trustee Ebert asked if the chief could get other departments job descriptions.

SAVE THE DATE: Illinois Fire Service Conference - September 15 - 18, 2024 in Peoria.


<u>TRUSTEE DVORAK</u>	None
<u>TRUSTEE RUTH</u>	NONE
<u>TRUSTEE DALGAARD</u>	NONE
<u>TRUSTEE EBERT</u>	NONE
<u>TRUSTEE LIEBERT</u>	NONE
<u>NEW BUSINESS</u>	NONE
<u>OLD BUSINESS</u>	NONE

PUBLIC COMMENT NONE

EXECUTIVE SESSION Trustee Dvorak asked that the board move into a closed session to discuss personnel matters. A motion was made by trustee Dalgaard second Trustee Ebert to move into closed session at 17:34 pm
On roll call the vote was:
YES: Dvorak, Ruth, Ebert, Liebert, Dalgaard
NO: 0
THE MOTION CARRIED

OPEN SESSION A motion was made by Trustee Ebert, second Trustee Ruth, to open the regular meeting as presented.
On roll call the vote was:
YES: Dvorak, Ruth, Ebert, Liebert, Dalgaard
NO: 0
THE MOTION CARRIED

ADJOURN Trustee Ebert made a motion, second by Trustee Ruth, to adjourn the meeting at 18:05 pm as presented.
On roll call the vote was:
YES: Dvorak, Ruth, Ebert, Liebert, Dalgaard
NO: 0
THE MOTION CARRIED



Timothy Ruth, Secretary