

NEW LENOX FIRE PROTECTION DISTRICT  
BOARD OF TRUSTEES MEETING  
MAY 19, 2025

MINUTES OF THE REGULAR PUBLIC MEETING OF THE BOARD OF TRUSTEES OF THE NEW LENOX FIRE PROTECTION DISTRICT, COUNTY OF WILL, HELD AT FIRE STATION #1, 261 E. MAPLE STREET, NEW LENOX, ILLINOIS, IN SAID DISTRICT AT 6:00 P.M. ON MONDAY THE 19th DAY OF MAY 2025.

Trustees Roll Call:

Trustee Sauter	Present
Trustee Scanlan	Present
Trustee Fischer	Present
Trustee Popp	Present
Trustee Levey	Present

Others Present:

Attorney Hayley Loufek, Chief Adam Riegel, DC Dennis Randolph, DC Terry Vavra, BC Brian Applegate, James Brown, Brian Fischer, Marty Terlep, Brad O’Sullivan, Linda Baaske, Jennifer Adcock, Marisa Tomich, Kevin Tomich, Mark Fordon, Krista Raatjes, Aaron Raatjes.

Monday’s meeting was called to order at 6:00 p.m. with a quorum present.

**SWEARING IN/REORGANIZATION OF BOARD**

A. Swearing in of David Popp by Joe Levey

B. Reorganization of board:  
President – Joe Levey  
Treasurer – Tom Sauter  
Secretary – Dave Scanlan  
Member – Lori Fischer  
Member – Dave Popp

**PUBLIC COMMENTS**

None

**TREASURER’S REPORT**

Treasurer’s Report for April 30, 2025. As of April 1, 2025, the beginning balance was \$6,927,934.00. The total receipts were \$369,990.00. The total disbursements were (\$738,488.00) The total ending cash balance as of April 30, 2025 was \$6,559,436.00.

The payroll for May 2, 2025 was (\$2224,978.00). The Payroll of May 16, 2025 was (\$209,960.00) Accounts Payable for May 2025 total (\$408.452.00). Cash on Deposit as of May 19, 2025 is \$5,716,046.00.

A motion was made by Trustee Scanlan seconded by Trustee Popp to approve the April Treasurer's report as given and pay the outstanding bills for this month.

**ROLL CALL:**

Trustee Sauter	Yea
Trustee Scanlan	Yea
Trustee Fischer	Yea
Trustee Popp	Yea
Trustee Levey	Yea

Motion carried with five (5) Yeas.

**ACCOUNTANT REPORT**

Brad O'Sullivan presented the financial report ending April 30, 2025.

**SECRETARY'S REPORT**

Trustee Scanlan presented the meeting minutes for the April 21, 2025 Meeting.

A motion was made by Trustee Sauter second by Trustee Fischer to approve the minutes of the Public Meeting of the Board of Trustees of the New Lenox Fire Protection District on Monday, April 21, 2025.

**ROLL CALL:**

Trustee Sauter	Yea
Trustee Scanlan	Yea
Trustee Fischer	Yea
Trustee Popp	Yea
Trustee Levey	Yea

Motion carried with five (5) Yeas.

**FIRE CHIEF'S REPORT**

We had a residential fire on Friday. Lt. VanTilburg saved two (2) dogs.

**DEPUTY CHIEF’S REPORT**

DC Randolph - In your packets is a report on last month’s call responses.  
DC Vavra – working on a comcast upgrade at all stations next year with fiber. Next year’s budget.

**OLD BUSINESS**

**A. Discussion/Possible Action Station 62 addition/remodel**

Chief Riegel stated the next step is to hire a construction manager. He recommends Mark from Northern Builders who is present tonight. Legal will write up a contract for the board to approve. There is a packet in your board folder. We have been getting input from the crews. The estimate is around 4 million.

Trustee Popp asked Mark has he built any fire houses?

Mark from Norther Builders stated:

3 in Plainfield, 2 in Frankfort, 1 in Minooka, 1 in Braidwood and the Orland Park training center.

A motion was made by Trustee Scanlan second by Trustee Popp to approve moving forward with Legal writing up a contract for Mark from Northern Builders as construction manager on the station 62 remodel/addition.

**ROLL CALL:**

Trustee Sauter	Yea
Trustee Scanlan	Yea
Trustee Fischer	Yea
Trustee Popp	Yea
Trustee Levey	Yea

Motion carried with five (5) Yeas.

**NEW BUSINESS**

**A. Discussion/Possible Action on Variance Request Concerning 435 Old Hickory Road**

Homeowners Mr. & Mrs. Raatjes are present. They stated they respect the decision of sprinklers, but were surprised to find out about the requirement as the county never told them. Are they necessary with fire alarms, hydrants, and response time of the Fire Department?

The quote they received for sprinklers is 15 to \$25,000.00.

Trustee levey requested they send us the building plans, the location of the house, and the floor plans to help the board decide.

Mr. Raajes stated the 2,500 square foot raised ranch house is 100 feet off the center of the road. The master on the 1<sup>st</sup> floor. They just changed the plans to trusses.

Today they broke ground and the footings were poured. Framing is scheduled for June 16.

Trustee Scanlan stated he is considering the impact on fire load for the safety of our firefighters and the residents.

Trustee Levey stated this is tabled to the next meeting for a decision of the board.

**B. Discussion/Possible Action Reappointment of Kevin Kolosh to Fire Commission**

A motion was made by Trustee Scanlan second by Trustee Sauter to reappoint Kevin Kolosh to Fire Commissioner.

Motion carried with five (5) Yeas.

**C. Discussion/Possible Action Trustee Committee's**

Trustee Sauter & Trustee Popp-Pension Board

Trustee Levey – Legislative Committee

Trustee Scanlan – Apparatus Committee

Trustee Fischer – Fund Raising/Grant/Referendum

Trustee Popp – Buildings & Grounds

**D. Discussion/Possible Action Signers on Bank Accounts**

Remove Roy "Skip" Minger add David Scanlan to the accounts. Trustee Sauter stays on as Treasurer. Checks will have Sauter & Levey's signatures.

A motion was made by Trustee Fischer second by Trustee Sauter to approve the signers on the bank accounts.

Motion carried with five (5) Yeas.

**E. Discussion/Possible Action Replacement or Repair of Breathing Air Compressor**

This equipment is at station 1 and fills the SCBA cylinders, it was purchased in 2001 and failed three weeks ago. The cost to repair is \$22,900.06. Lt. Vanek got quotes on replacement and recommends Air One.

1. Air One \$38,800.00

2. MES \$55,462.95

A motion was made by Trustee Fischer second by Trustee Sauter to approve the purchase of the Breathing Air Compressor from Air One for \$38,800.00

**ROLL CALL:**

Trustee Sauter	Yea
Trustee Scanlan	Yea
Trustee Fischer	Yea
Trustee Popp	Yea
Trustee Levey	Abstain

Motion carried with four (4) Yeas.

**F. Discussion/Possible Action Station 61 Roof Repair**

There have been roofing issues since the construction of the building. In spring the administration office had roof leaks. DC Randolph requested quotes from three companies. One company from Frankfort never showed, one quote from a Mokena company and one from a Joliet company. Adler, a union company in Joliet quoted \$13,690.00 for a long-term repair to the administration section.

The Mokena company was \$5,000.00 less but was only filling holes.

DC Randolph went off the sheet metal union list to request quotes.

A motion was made by Trustee Scanlan second by Trustee Popp to approve Adler to repair administration roof for \$13,690.00.

**ROLL CALL:**

Trustee Sauter	Yea
Trustee Scanlan	Yea
Trustee Fischer	Yea
Trustee Popp	Yea
Trustee Levey	Yea

Motion carried with five (5) Yeas.

**G. Discussion/Possible Action ImageTrend IGA**

Chief Riegel stated this is the reporting software and tracks calls & all activity and reports to the government. We have been with them for 15 years and have partnered with Frankfort, Mokena, and Manhattan. East Joliet reached out and wants to join us. John Motylinski, our lawyer rewrote the contract adding East Joliet. Our cost should go down by adding a fifth department.

A motion was made by Trustee Scanlan second by Trustee Fischer to approve the rewritten ImageTrend contract adding East Joliet Fire Department.

Motion carried with five (5) Yeas.

**H. Discussion/Possible Action Comfort Dog Program**

Marisa Tomich presented the program. There is a 16-month-old dog trained as a comfort dog available. He is trained to work with preschoolers all the way to older adults. Overall wellness, PTSD, visiting stations after a difficult call.

Marisa would own the dog. Most days he will be at station 1 with her. He will attend events with her. She will drive a station vehicle equipped with a crate. Grant funds will cover the costs of the crate. She would receive a monthly stipend for care and grooming. Initial cost is \$1,300.00 with a yearly cost of \$5,400.00. the yearly cost will come down after donations. He had a home visit with her is past Saturday.

Trustee Scanlan – Marisa does a great job at the schools from K – High school. I support.

Trustee Popp – what if there is an issue with the dog hurting a child? This is covered by the liability insurance for \$200.00 a year.

Trustee Fischer – I this this is a great idea, I support.

A motion was made by Trustee Fischer second by Trustee Sauter to approve the Comfort Dog Program.

**ROLL CALL:**

Trustee Sauter	Yea
Trustee Scanlan	Yea
Trustee Fischer	Yea
Trustee Popp	Yea
Trustee Levey	Yea

Motion carried with five (5) Yeas.

**FIRE COMMISSIONER’S REPORT**

Marty Terlep stated the May 16<sup>th</sup> meeting was moved date to be determined.

**TRUSTEE COMMENTS.**

**Trustee Sauter** – None.

**Trustee Scanlan**– great job with the fire. I’ve heard all positive feedback about this department.

**Trustee Popp** – I’m looking forward to serving on the board.

**Trustee Fischer** – I’m excited for this new chapter. Welcome Dave.

**Trustee Levey** – I thank everyone for all the hard work you do.

**ROLL CALL: Monday, June 16, 2025 at 6:00 pm.**

Trustee Sauter	Yes
Trustee Scanlan	Yes

Trustee Fischer      Yes  
Trustee Popp        Yes  
Trustee Levey        Yes

The next Board of Trustees meeting will be held on Monday, June 16, 2025 at 6:00 pm.

**ADJOURNMENT TO CLOSED SESSION**

A motion was made by Trustee Scanlan seconded by Trustee Popp to adjourn to closed session at 6:48 pm.

**ROLL CALL:**

Trustee Sauter        Yea  
Trustee Scanlan      Yea  
Trustee Fischer      Yea  
Trustee Popp        Yea  
Trustee Levey        Yea

Motion carried with five (5) Yeas.

The board returned from close session at 7:01 pm with no action taken.

A motion was made by Trustee Popp seconded by Trustee Fischer to adjourn at 7:02 pm.

Meeting adjourned at 7:02 PM

Respectfully submitted,



Linda Baaske,  
Recording Secretary