

FRANKFORT FIRE PROTECTION DISTRICT  
FRANKFORT FIRE DEPARTMENT

MINUTES OF THE REGULAR PUBLIC MEETING OF THE BOARD OF TRUSTEES OF THE FRANKFORT FIRE PROTECTION DISTRICT, WILL COUNTY, ILLINOIS, HELD AT FIRE STATION NUMBER ONE, 333 WEST NEBRASKA STREET, FRANKFORT, ILLINOIS IN SAID DISTRICT AT 6:30 P.M. ON THE 15<sup>th</sup> DAY OF APRIL 2008

CALL TO ORDER

THE MEETING WAS CALLED TO ORDER AND THE SECRETARY CALLED FOR THE ROLL CALL.

UPON THE ROLL BEING CALLED, THE FOLLOWING TRUSTEES ANSWERED PRESENT: WILLIAM F. HOFFMEISTER, ROBERT TUTKO, LARRY NICE, MICHAEL KAVANAGH AND DONALD LORENZ

THE FOLLOWING TRUSTEES WERE ABSENT FROM SAID MEETING: NONE

ALSO PRESENT: CHIEF GRADY, ASST. CHIEF RAUCH AND ASST. CHIEF WILSON

PUBLIC COMMENTS

NO COMMENTS.

APPROVAL OF THE MINUTES

A MOTION WAS MADE BY TRUSTEE DONALD LORENZ, SECONDED BY TRUSTEE MICHAEL KAVANAGH TO APPROVE THE MARCH 31, 2008 ADJOURNED MEETING MINUTES AND THE MINUTES OF APRIL 1, 2008. PRESIDENT HOFFMEISTER CALLED FOR A VOTE: ALL IN FAVOR. MOTION CARRIED.

APPROVAL OF THE BILLS

A MOTION WAS MADE BY TRUSTEE LARRY NICE, SECONDED BY TRUSTEE MICHAEL KAVANAGH TO AUTHORIZE THE PAYMENT OF THE FIRE SERVICE AND AMBULANCE FUND BILLS AS PRESENTED. PRESIDENT HOFFMEISTER CALLED FOR A VOTE: ALL IN FAVOR. MOTION CARRIED.

WOLF ROAD FUTURE STATION 5 SITE

1. CARLSON BROTHERS, INC. CONSTRUCTION MANAGER CONTRACT

MARK CARLSON WAS PRESENT TO REVIEW WITH THE BOARD STATION 5 PROJECT & THE CARLSON BROTHERS, INC. CONSTRUCTION MANAGER CONTRACT.

CHIEF GRADY WILL BE PUTTING A PLOTTING MAP OF FRANKFORT FIRE DISTRICT STATION LOCATIONS IN THE TRUSTEE'S OFFICE.

CHIEF GRADY SUBMITTED TO THE BOARD STATION 5 DESIGN PACKETS WITH PROPOSED LAYOUT DESIGNS.

THE BOARD, CHIEF OFFICER'S AND MARK CARLSON REVIEWED AND HELD OPEN DISCUSSION ON STATION 5 PROPOSED SITE CONCEPT PLAN "B".

OPEN DISCUSSION WAS HELD ON THE FOLLOWING:

1. LOCATING THE LAUNDRY-WORK-STORAGE AREA TO THE BACK OF THE BUILDING.
2. LAYOUT OF THE FRONT OF THE BUILDING AND THE ROOF PEAKS.
3. LOBBY AREA IS TOO LARGE AND THE EXTRA SPACE COULD BE UTILIZED IN THE WASHROOMS AREA.
4. UNISEX WASHROOMS VERSUS SEPARATE MEN'S AND WOMEN'S WASHROOMS.
5. LOCATING HVAC IN LOFT AREA VERSUS BASEMENT AND IF THERE IS A NEED FOR A BASEMENT.

AFTER A LENGTHY DISCUSSION THE BOARD OF TRUSTEE'S AGREED TO UTILIZE CONCEPT PLAN "B-2" DESIGN AND MOVE THE WORK-LAUNDRY-STORAGE AREA TO THE BACK OF THE BUILDING.

IDEAS WILL BE GIVEN TO FGM AND A MODIFIED DESIGN WILL BE PREPARED BY FGM AND THEN WILL BE PRESENTED TO THE BOARD TO REVIEW.

DISCUSSION WAS HELD ON THE FOLLOWING:

1. RE-ENFORCING THE EMS ROOM FOR THE PURPOSE OF A SAFETY ROOM AND THEN NO NEED FOR A BASEMENT.
2. THE BAY AREA AND BUNK AREA.
3. DUMPSTER LOCATION
4. CONCRETE & ASPHALT PARKING LOT AND DRIVE AREA AND COST INVOLVED TO RELOCATE DUMPSTER AREA

MARK CARLSON DISCUSSED WITH THE BOARD THE CONTRACTOR BID PROCESS.

CARLSON BROTHERS, INC. CONSTRUCTION MANAGER CONTRACT WAS SUBMITTED TO THE BOARD. THE BOARD REVIEWED THE CONTRACT WITH MARK CARLSON.

MARK CARLSON GAVE AN OVERVIEW OF HIS COMPANY AND THE PROJECT FEES. THE BOARD DISCUSSED WITH MARK CARLSON PERCENTAGE FEES OF THE PROJECT VERSUS FIXED FEES OF THE PROJECT.

A MOTION WAS MADE BY TRUSTEE LARRY NICE, SECONDED BY TRUSTEE DONALD LORENZ TO APPROVE THE FLAT FEE CONSTRUCTION MANAGER CONTRACT WITH CARLSON BROTHERS, INC. FOR THE STATION 5 PROJECT. PRESIDENT HOFFMEISTER ATTESTS BY SIGNATURE THE CONSTRUCTION MANAGER CONTRACT. PRESIDENT HOFFMEISTER CALLED FOR A VOTE: ALL IN FAVOR. MOTION CARRIED.

### CHIEF GRADY'S REPORT

CHIEF GRADY'S REPORT WAS SUBMITTED TO THE BOARD.

CHIEF GRADY REQUESTED THE BOARD CALL FOR A CLOSED SESSION AT THE END OF THIS EVENINGS BOARD MEETING FOR THE PURPOSE OF DISCUSSING PERSONNEL.

CHIEF GRADY UPDATED THE BOARD ON THE FIRE CAUCUS.

CHIEF GRADY INFORMED THE BOARD ON THE LEVY EXTENSION OF THE 2007 LEVY.

## CHIEF OFFICER'S UPDATE

ASST. CHIEF RAUCH, ASST. CHIEF WILSON AND ADMINISTRATIVE OFFICER BEVERLY REPORTS WERE SUBMITTED TO THE BOARD.

CHIEF GRADY AND ASST. CHIEF WILSON GAVE AN OVERVIEW OF THE FDIC CONFERENCE.

ASST. CHIEF WILSON SUBMITTED TO THE BOARD 2 PROPOSALS TO REPLACE STATION TWO'S ROOF. PROPOSALS WERE RECEIVED FROM SEAL TIGHT ROOFING COMPANY AND J L ADLER ROOFING COMPANY. ASST. CHIEF WILSON RECOMMENDS J L ADLER ROOFING COMPANY. [J L ADLER ROOFING COMPANY PROPOSAL AMOUNT: \$33,870] THE BOARD HELD DISCUSSION ON THE PROPOSALS SUBMITTED.

A MOTION WAS MADE BY TRUSTEE DONALD LORENZ, SECONDED BY TRUSTEE LARRY NICE TO ACCEPT J L ADLER ROOFING COMPANIES PROPOSAL OF \$33,870 TO REPLACE STATION TWO'S ROOF. PRESIDENT HOFFMEISTER CALLED FOR A VOTE: ALL IN FAVOR. MOTION CARRIED.

RESOLUTION NO. 2008-01 [ENTITLED: RESOLUTION OF THE BOARD OF TRUSTEES OF THE FRANKFORT FIRE PROTECTION DISTRICT, WILL COUNTY, ILLINOIS, APPOINTING PERSONS TO PREPARE A BUDGET IN TENTATIVE FORM]

THE PRESIDENT PRESENTED RESOLUTION NO. 2008-01.

IT WAS MOVED BY TRUSTEE LARRY NICE AND SECONDED BY TRUSTEE DONALD LORENZ THAT SAID RESOLUTION AS PRESENTED BE ADOPTED. AFTER A FULL AND COMPLETE DISCUSSION THEREOF, THE PRESIDENT DIRECTED THE SECRETARY TO CALL THE ROLL FOR A VOTE UPON THE MOTION TO ADOPT THE RESOLUTION AS PRESENTED.

UPON THE ROLL CALL, THE FOLLOWING TRUSTEES VOTED:

AYE: LARRY NICE, DONALD LORENZ, MICHAEL KAVANAGH, ROBERT TUTKO AND WILLIAM F. HOFFMEISTER

NAY: NONE

ABSENT: NONE

THE PRESIDENT DECLARED THE MOTION CARRIED AND THE RESOLUTION AS HEREINABOVE SET OUT ADOPTED, APPROVED AND SIGNED THE SAME IN OPEN MEETING AND DIRECTED THE SECRETARY TO RECORD THE SAME IN FULL IN THE MINUTES OF THE BOARD OF TRUSTEES OF THE FRANKFORT FIRE PROTECTION DISTRICT, WILL COUNTY, ILLINOIS, WHICH WAS DONE.

## DISPATCHING

LINCOLN-WAY COMMUNICATION CENTER MEETING IS SCHEDULED FOR WEDNESDAY, APRIL 16, 2008 AT THE NEW LENOX VILLAGE HALL.

## MOBILE EQUIPMENT

ASST. CHIEF WILSON INFORMED THE BOARD THE 1998 KME QUINT LADDER TRUCK HAS BEEN SOLD.

ASST. CHIEF WILSON INFORMED THE BOARD PRIOR TO DELIVERY THE NEW HORTON AMBULANCE WILL BE INSPECTED. THE HORTON AMBULANCE SHOULD BE DELIVERED IN MAY 2008.

THE MOBILE EQUIPMENT COMMITTEE WILL SCHEDULE A MEETING TO DISCUSS A 5 YEAR PLAN.

ASST. CHIEF RAUCH'S NEW VEHICLE SHOULD BE DELIVERED IN A FEW WEEKS.

### STUENKEL ROAD & CENTER ROAD PROPERTY

1. Possible development of property

NO REPORT.

### TENG & ASSOCIATES, INC. STATION 1 PROJECT AND STATION 4 PROJECT

CHIEF GRADY SPOKE WITH TANYA FROM TENG & ASSOCIATES REGARDING THE CLOSE OUT FIGURES FOR THE STATION 1 PROJECT & THE STATION 4 PROJECT. CHIEF GRADY WAS TOLD BY TANYA THAT THE CLOSE OUT FIGURES ARE READY AND WOULD BE SENT TO THE FIRE DISTRICT ON WEDNESDAY, APRIL 16, 2008.

### MARION HILL COMPANY – 80<sup>TH</sup> AVENUE & STEGER ROAD FIRE STATION #4 SITE LOCATION

TRUSTEE LORENZ UPDATED THE BOARD ON HIS DISCUSSION WITH TECH3 ENGINEERING REGARDING THE SITE PLAN OF THIS PROPERTY. TECH3 RECOMMENDS A STATION SITE LOCATION ON THE CORNER LOT.

THE TRUSTEE'S AND CHIEF OFFICER'S HELD OPEN DISCUSSION ON TECH3 ENGINEERING'S SITE PLAN FOR THIS PROPERTY AND SUBDIVIDING THE PROPERTY.

A MOTION WAS MADE BY TRUSTEE ROBERT TUTKO, SECONDED BY TRUSTEE MICHAEL KAVANAGH TO MOVE FORWARD WITH TECH3 ENGINEERING FOR THEIR ENGINEERING SERVICES FOR THE PROPERTY LOCATED AT 80<sup>TH</sup> AVENUE & STEGER ROAD. [COST NOT TO EXCEED \$25,000] PRESIDENT HOFFMEISTER CALLED FOR A VOTE: ALL IN FAVOR. MOTION CARRIED.

### RE-APPOINT FIRE COMMISSIONER BOARD MEMBER DONNA VEGTER TO A 3 YEAR TERM OF OFFICE

A MOTION WAS MADE BY TRUSTEE DONALD LORENZ, SECONDED BY TRUSTEE ROBERT TUTKO TO RE-APPOINT DONNA VEGTER TO A 3 YEAR TERM OF OFFICE AS FIRE COMMISSIONER FOR THE FRANKFORT FIRE PROTECTION DISTRICT. PRESIDENT HOFFMEISTER CALLED FOR A VOTE: ALL IN FAVOR. MOTION CARRIED.

### TRUSTEE COMMENTS

NO COMMENTS.

PAGE 5

APRIL 15, 2008 REGULAR BOARD MEETING

AT 8:30 O'CLOCK P.M. A MOTION WAS MADE BY TRUSTEE MICHAEL KAVANAGH, SECONDED BY TRUSTEE LARRY NICE THAT THE BOARD MEETS IN CLOSED SESSION FOR THE PURPOSE OF DISCUSSING REAL ESTATE, PERSONNEL AND ANY OTHER FRANKFORT FIRE PROTECTION DISTRICT BUSINESS THAT IS ALLOWED TO BE DISCUSSED IN CLOSED SESSION UNDER THE OPEN MEETINGS ACT. PRESIDENT HOFFMEISTER CALLED FOR A VOTE: ALL IN FAVOR. MOTION CARRIED.

A MOTION WAS MADE BY TRUSTEE MICHAEL KAVANAGH, SECONDED BY TRUSTEE LARRY NICE TO RECONVENE THE REGULAR BOARD MEETING. PRESIDENT HOFFMEISTER CALLED FOR A VOTE: ALL IN FAVOR. MOTION CARRIED.

PRESIDENT HOFFMEISTER STATED REAL ESTATE AND PERSONNEL WERE DISCUSSED IN CLOSED SESSION AND NO ACTION WAS TAKEN.

### ADJOURNMENT

A MOTION WAS MADE BY TRUSTEE ROBERT TUTKO, SECONDED BY TRUSTEE LARRY NICE THAT THIS MEETING BE ADJOURNED.

THE PRESIDENT DIRECTED THE SECRETARY TO CALL THE ROLL FOR THE VOTE UPON SAID MOTION.

UPON THE ROLL BEING CALLED THE FOLLOWING TRUSTEES VOTED:

AYE: WILLIAM F. HOFFMEISTER, ROBERT TUTKO, LARRY NICE, MICHAEL KAVANAGH AND DONALD LORENZ

NAY: NONE

THE PRESIDENT DECLARED THE MOTION CARRIED AND ADJOURNED THE MEETING.

JANICE VANDEN BERGH, RECORDING SECRETARY

---

SECRETARY, BOARD OF TRUSTEES