

**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, was held at Fire Station Number Seventy-One, 333 W. Nebraska Street, Frankfort, Illinois, in said District at 5:00 P.M., on the 20th day of February, 2024.

CALL TO ORDER:

The meeting was called to order and a roll call was taken.

Upon the roll being called, the following Trustees answered present:
Justin Lohrens, James McGeever, Jr. and Michael Minogue.

Chief Sean Fierce, DC Paul Kinsella, Union President Nick Sunzere, Union Vice-President Derek Anderson, Union Shop Stewart Jeff Wander; BC Tim Campbell; LTs, Jose Arroyo, Maurice Arroyo, John Gritsuk, George Heinen, Michael Kelch, John Murdie, Phil Scaletta, Dan Vahl; ENGs Jerry Cooke, Kevin Kocolowski, William Kramer, Robert Price, Josh Seroka, Jacob Smith, Tom Warszalek; FFs John Binnendyk, Kyle Boll, Kyle Cayton, Dave Conrad, Anthony DiVito, Jim Finnegan, Jim Jensen, Tim McKee, Jim Reidy, Jason Roney, Andrew Schofield, Jason Vaccaro; Nick Bava, Sikich LLC; and Jennifer Spano were also in attendance.

Trustee Robert Jacobs was absent from said meeting.

A **Motion** was made by Trustee James McGeever, Jr., seconded by Trustee Michael Minogue to appoint Trustee Justin Lohrens as President Pro-Tem for this meeting. Trustee Minogue called for a roll call vote: upon the roll being called, the following Trustees voted aye: Justin Lohrens, James McGeever, Jr. and Michael Minogue. All in favor. Motion carried.

PLEDGE OF ALLEGIANCE:

All present stood for the Pledge of Allegiance.

SWEAR-IN APPOINTED TRUSTEE (filling in Nice vacancy) moved to first order of business:

A **Motion** was made by Trustee Justin Lohrens, seconded by Trustee Michael Minogue, to move the “Oath of Office” of Nicholas Spano to the first order of business. President Pro-Tem Lohrens called for a voice vote. All in favor. Motion carried.

President Pro-Tem Lohrens administered the “Oath of Office” to Nicholas Spano and welcomed him to the Board.

APPROVAL OF THE MINUTES:

1. Regular BOT Meeting Minutes, January 16, 2024
2. Special BOT Meeting Minutes, January 31, 2024
3. Semi-Annual Review of Closed Session Minutes
4. Destruction of Approved/Released Closed Session Recordings Older than 18 Months

A **Motion** was made by Trustee James McGeever, Jr., seconded by Trustee Michael Minogue, to approve the Regular Meeting Minutes dated January 16, 2024, as presented. President Pro-Tem Lohrens called for a voice vote. Motion carried.

APPROVAL OF THE MINUTES: [Continued]

Trustee Nicholas Spano abstained from voting, since he was not a Trustee at that time.

A **Motion** was made by Trustee James McGeever, Jr., seconded by Trustee Michael Minogue, to approve the Special Meeting Minutes dated January 31, 2024, as presented. President Pro-Tem Lohrens called for a voice vote. Motion carried.

Trustee Nicholas Spano abstained from voting, since he was not a Trustee at that time.

A **Motion** was made by Trustee Justin Lohrens, seconded by Trustee Michael Minogue, to release the following previously approved Closed Session Minutes: July 17, 2019, August 20, 2019 and May 19, 2020, as presented. President Pro-Tem Lohrens called for a roll call vote: upon the roll being called, the following Trustees voted aye: Justin Lohrens, James McGeever, Jr. and Michael Minogue. Motion carried.

Trustee Nicholas Spano abstained from voting, since he was not a Trustee at that time.

A **Motion** was made by Trustee Justin Lohrens, seconded by Trustee Michael Minogue, to approve and “hold” the following Closed Session Minutes: September 5, 2023, September 11, 2023, January 16, 2024 and January 31, 2024, as presented. President Pro-Tem Lohrens called for a roll call vote; upon the roll being called, the following Trustees voted aye: Justin Lohrens, James McGeever, Jr. and Michael Minogue. Motion carried.

Trustee Nicholas Spano abstained from voting, since he was not a Trustee at that time.

A **Motion** was made by Trustee Justin Lohrens, seconded by Trustee Michael Minogue, to destruct the approved and released Closed Session Recordings older than 18 months, as presented. President Pro-Tem Lohrens called for a roll call vote; upon the roll being called, the following Trustees voted aye: Justin Lohrens, James McGeever, Jr. and Michael Minogue. Motion carried.

Trustee Nicholas Spano abstained from voting, since he was not a Trustee at that time.

APPROVAL OF THE BILLS:

1. Board/Expenditure Report

A **Motion** was made by Trustee Michael Minogue, seconded by Trustee Justin Lohrens, to authorize payment of the Fire Service and Ambulance Fund bills, totaling \$392,326.73, as presented. President Pro-Tem Lohrens called for a roll call vote: upon the roll being called, the following Trustees voted aye: Justin Lohrens, James McGeever, Jr. and Michael Minogue. Motion carried.

Trustee Nicholas Spano abstained from voting, since he was not a Trustee at that time.

OLD BUSINESS:

No report.

NEW BUSINESS:

1. **Swear-In Appointed Trustee (filling Nice vacancy).** Oath of Office – Nicholas Spano.
2. **Re-Alignment of Board Committees.**
3. **FY 2023 Audit Review.** Presentation by Nick Bava of Sikich.
4. **Collection Agency Services.** Discussion/Approval on Possible Vendor Switch.

NEW BUSINESS: [Continued]**Swear-In Appointed Trustee (filling Nice vacancy).**

President Pro-Tem Lohrens administered the Oath of Office to Nicholas Spano as the first order of business.

Re-Alignment of Board Committees –

A **Motion** was made by Trustee Justin Lohrens, seconded by Trustee Michael Minogue, to “table” the re-alignment of Board Committees until the next meeting when Trustee Jacobs is present. President Pro-Tem Lohrens called for a voice vote. Motion carried.

FY 2023 Audit Review –

Nick Bava, the Sikich representative, explained the audit process and stated that it went well. He also highlighted the following:

- GFOA Achievement Award;
- Auditor’s Report – “unmodified opinion” given (the highest opinion that can be issued);
- Changes in the “Generally Accepted Auditing Standards” (GAAS) in reporting and leasing of equipment;
- MD&A (Management Discussion and Analysis) – Management’s opportunity to explain and compare 2023 to 2022;
- Statement of Net Position (long term);
- Balance Sheet (short term);
- Firefighters’ Pension Fund (funded 89.47%);
- Notes to Financial Statement –
 - Deposit investment footnote – all District deposits are collateralized;
- IMRF (funded 87.65%); and,
- Auditor’s Comment Report – no disagreements with management.

Trustee Minogue commented that it was nice to see no deficiencies reported this year.

Collection Agency Services

Chief Fierce gave a brief history on the current vendor (Illinois Collection Service [ICS]) and the proposed new vendor (Life Line). ICS charges 28% and Life Line charges 20%.

The Trustees held an open discussion on the services offered by the two (2) vendors.

A **Motion** was made by Trustee Michael Minogue, seconded by Trustee Justin Lohrens, to switch the collection agency vendor from ICS to Life Line, as presented. President Pro-Tem Lohrens called for a roll call vote: upon the roll being called, the following Trustees voted aye: Justin Lohrens, James McGeever, Jr., Michael Minogue and Nicholas Spano. All in favor. Motion carried.

COMMITTEE REPORTS:**1. Personnel – [Jacobs & McGeever]**

Chief Fierce advised the Board of the numerous injuries on the department.

COMMITTEE REPORTS: [Continued]

2. Finance – [Jacobs & Minogue]

Nothing new to report.

3. Mobile Equipment – [Lohrens & Vacant]

DC Kinsella reported the following:

- The 2002 KME Engine did not sell at the auction;
 - Requested \$15,000-\$24,000 - \$10,000 was low bid;
- Going back to the appraiser and sell through him;
- The KME can no longer be used;
- Scheduled an ambulance re-chassis for March – completion by Fall Fest; and,
- The Rosenbauer ladder truck has warranty issues (shift exhaust brake) – back in service next week.

4. Communications – [Lohrens]

Chief Fierce informed the Board of the following :

- The recent ETSB meeting lasted four (4) hours, with many Fire Chiefs present;
- The hot topic was the numerous CAD errors – experiencing a lot of old issues;
- Issues included scheduled outages and unscheduled outages;
- The software will be upgraded next month; and,
- The Will County Executive Board, as well as, the Will County Board will be watching the steps taken to correct the situation; and,
- May result in staff changes.

5. Real Estate – [Jacobs & Minogue]

Chief Fierce reported the following:

- Station 73 - Waiting for delivery of roof supplies and when repairs will begin; and,
- Compiling a list of Capital items, i.e., HVAC for Station 73 and resurfacing at Stations 71 and 72.

6. Museum & FPD Historical Committee – [Vacant]

No report.

APPROVAL OF PURCHASE ORDERS:

None presented.

CORRESPONDENCE:

None received.

PUBLIC COMMENTS:

FF Jim Finnegan’s expressed his concern regarding the threat of layoffs.

In response, Chief Fierce stated that there never was any threat of layoffs. Chief Fierce continued to say, that in speaking with Union President Nick Sunzere, that if we were to cease all “acting”, and the unscheduled over-time, reached \$300,000, it may lead to that. That is why budget cuts are being made now.

PUBLIC COMMENTS: [Continued]

Union President Nick Sunzere is of the opinion:

- Management’s “rights” regarding the movement of personnel to different stations is a concern to all members;
- The Union contends that Management does not have that “right”;
- Back in 2015, upon the District’s request, the Union was asked to “bid” a certain way and today, he feels it still doesn’t make sense or work,
 - A senior member was put on ambulance and new member assigned to engine due to Certifications;
- A firefighter’s main job is ambulance/fire responses, not special teams; and,
- Expressed his concern regarding the moral of the firefighters.

Union Vice-President Derek Anderson is of the opinion:

- Fiscal year 2021 to present, met the requirements for bidding (20%);
- Has ideas/suggestions to correct the situation, but are ignored;
- “This is not a good place to work”; and,
- The District has regressed over the past fifteen (15) years.

Union Shop Stewart Jeff Wander is of the opinion:

- Back in 2015 when the parameters were made, personnel at Station 75 had to be investigators,
 - Only lasted three (3) years and he feels it did not work, no longer done;
- There is a deficiency –“Chiefs are fighting it so hard”; and
- There is a lot of talent in the room – situation is not good for moral – need to work together.

TRUSTEE COMMENTS:

On behalf of the Board, Trustee Minogue “welcomed” Nick Spano to the Board.

Trustee Spano said he is looking forward to working with the other Board members and the Union.

POSSIBLE CLOSED SESSION PER STATUTE 5ILCS120/2C FOR THE PURPOSE OF DISCUSSING LITIGATION, COLLECTIVE BARGAINING, REAL ESTATE, PERSONNEL:

1. **Discussion on Collective Negotiating Matters.** 5ILCS 120/2 (c)(2). Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees.

President Pro-Tem Lohrens stated that the purpose of Closed Session would be to discuss collective negotiating matters.

At 5:46 P.M., a **Motion** was made by Trustee Michael Minogue, seconded by Trustee Justin Lohrens, that the Board meet in Closed Session for the purpose of discussing Litigation, 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 Pro-Tem Lohrens called for a roll call vote: upon the roll being called, the following Trustees voted aye: Justin Lohrens, James McGeever, Jr., Michael Minogue and Nicholas Spano. All in favor. Motion carried.

POSSIBLE CLOSED SESSION PER STATUTE 5ILCS120/2C FOR THE PURPOSE OF DISCUSSING LITIGATION, COLLECTIVE BARGAINING, REAL ESTATE, PERSONNEL:

[Continued]

At 7:41 P.M., a **Motion** was made by Trustee Justin Lohrens, seconded by Trustee Michael Minogue, to reconvene the Regular Board Meeting. President Pro-Tem Lohrens called for a roll call vote: upon the roll being called, the following Trustees voted aye: Justin Lohrens, James McGeever, Jr., Michael Minogue and Nicholas Spano. All in favor. Motion carried.

POSSIBLE ACTION ON ITEMS DISCUSSED IN CLOSED SESSION:

As a result of Closed Session, no action was taken.

ADJOURNMENT/RECESS:

At 7:42 P.M., a **Motion** was made by Trustee Justin Lohrens, seconded by Trustee Michael Minogue, that this meeting be adjourned. President Pro-Tem Lohrens called for a voice vote. All in favor. Motion carried.

Michelle Selvaggio, Recording Secretary

Secretary, Board of Trustees

Transcription by: Carolyn J. Williams, Admin. Support/Receptionist