

**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 One, 333 West Nebraska Street, Frankfort, Illinois, in said District at 5:00 P.M., on the 19th day of April, 2022.

**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:  
Robert Jacobs, Michael Kavanagh, Larry Nice, Sr. and Donna Vegter.

Chief Sean Fierce and LT Kevin Brow were also in attendance.

Trustee William F. Hoffmeister and DC Paul Kinsella were absent from said meeting.

**PLEDGE OF ALLEGIANCE:**

All present stood for the Pledge of Allegiance.

**APPROVAL OF THE MINUTES:**

1. Regular BOT Meeting, March 15, 2022

A **Motion** was made by Trustee Donna Vegter, seconded by Trustee Larry Nice, Sr., to approve the Regular Meeting Minutes dated March 15, 2022, as presented. President Jacobs called for a voice vote. All in favor. Motion carried.

**APPROVAL OF THE BILLS:**

1. Board/Expenditure Report

A **Motion** was made by Trustee Michael Kavanagh, seconded by Trustee Larry Nice, Sr., to authorize payment of the Fire Service and Ambulance Fund bills, totaling \$165,950.17, as presented. President Jacobs called for a roll call vote: upon the roll being called, the following Trustees voted aye: Robert Jacobs, Michael Kavanagh, Larry Nice, Sr. and Donna Vegter. All in favor. Motion carried.

**COMMISSIONER RE-APPOINTMENT:**

1. Discussion /Possible Action on Re-Appointment of Raymond Garritano

Trustee Vegter confirmed that Raymond Garritano would like to be considered for re-appointment.

A **Motion** was made by Trustee Larry Nice, Sr., seconded by Trustee Donna Vegter, to re-appoint Raymond Garritano to the position of Commissioner, as presented. President Jacobs called for a voice vote. All in favor. Motion carried.

**PENSION TRUSTEE RE-APPOINTMENT:**

1. Discussion/Possible Action on Re-Appointment of District Seat

Lt. Brow explained that a seat on the Pension Board is a three-year term. It is open to an employee of the District, a FFPD firefighter or a resident of the community. When a seat becomes available, it is offered in the following order:

1. Retirees (1)
2. Active Members (2) [If a Retiree does not volunteer for a seat, then 3 Active Members are seated on the Board]
3. District appointees (2)

Lt. Brow noted that the re-appointment is not in effect until the August 2022, Board meeting. In the event a new appointment is made, the appointee is required to take sixteen (16) hours of pension classes. A re-appointee only requires eight (8) hours of review classes per year.

Chief Fierce will reach out to our attorney for clarification as to who normally sits on the Pension Board, i.e., trustees, fire chiefs, etc.

**PERSONNEL:**

1. Discussion/Updates on Miscellaneous Personnel Items

Chief Fierce's written report was submitted to the Trustees prior to this meeting.

Trustee Vegter stated the Personnel Committee (Trustees Jacobs and Vegter) met with Chief Fierce to discuss the hiring of additional firefighters. There are only eight (8) on the current Eligibility List.

Trustee Jacobs added that the Committee authorized Chief Fierce to contact the candidates.

Chief Fierce provided the following information:

- Would like to hire three (3) firefighters by June;
- The candidates have been contacted – awaiting responses;
- Some departments have adjusted the criteria to apply for the List – no longer need to be a firefighter, just an EMT. Applicant would be trained to be a firefighter through the Academy;
- Proposing to promote a Firefighter to Engineer and an Engineer to Lieutenant, to fill the retiring LT spot in June;
- Will advise the Board of the proposed promotions; and,
- Ben Hansen anticipates returning to duty in June from shoulder surgery (Workmen's Comp. injury).

**FINANCE:**

Trustee Jacobs advised that the Finance Committee is scheduled to meet on April 29, 9 A.M., with James Howard.

**MOBILE EQUIPMENT:**

1. Updates of Truck 72

Chief Fierce advised the Board of the following:

- DC Kinsella, Eric Hall and Dakota Brueggert recently re-inspected Truck 72 prior to delivery and a small “punch list” was created – delivery anticipated by June; and,
- Station 72’s bay doors project - awaiting the final price for the sprinkler pipes.

**COMMUNICATION:**

Chief Fierce provided the Board with the following LCC information:

- Has tentatively selected a Deputy Director – the name has not been released yet;
- Hired a couple of supervisors;
- Hired a consultant (20-30 hours per week) to work on projects;
- The Police and Fire are all close to having “800” radios; and,
- Encouraged by the work being done at LCC.

**REAL ESTATE:**

Chief Fierce advised the Board of the following:

- The re-roofing of Station 71 is supposed to begin in a week or two – requested a confirmation of the install date; and,
- Paving of Station 71’s east driveway is in process.

**MUSEUM & FPD HISTORICAL COMMITTEE:**

Nothing new to report.

**APPROVAL OF PURCHASE ORDERS:**

1. Austin Tyler Construction Co., \$21,000.00 [Paving East Drive – Station 71]
2. Dinges Fire Company, \$24,294.00 [3 Thermal Imagers]

A **Motion** was made by Trustee Larry Nice, Sr., seconded by Trustee Michael Kavanagh, to approve the Austin Tyler Construction Co. purchase order for paving Station 71’s east drive, in the amount of \$21,000.00, as presented. President Jacobs called for a roll call vote: upon the roll being called, the following Trustees voted aye: Robert Jacobs, Michael Kavanagh, Larry Nice, Sr. and Donna Vegter. All in favor. Motion carried.

Trustee Jacobs noted that the purchase of the Thermal Imagers would be reimbursed 100%, by a Grant that Lt. Brow was responsible for obtaining.

A **Motion** was made by Trustee Larry Nice, Sr., seconded by Trustee Donna Vegter, to approve the Dinges Fire Company purchase order for three (3) Thermal Imagers, in the amount of \$24,294.00, as presented. President Jacobs called for a roll call vote: upon the roll being called, the following Trustees voted aye: Robert Jacobs, Michael Kavanagh, Larry Nice, Sr. and Donna Vegter. All in favor. Motion carried.

**CORRESPONDENCE:**

None received.

**PUBLIC COMMENTS:**

None present.

**TRUSTEE COMMENTS:**

In answer to Trustee Vegter's question regarding the hydrants, Chief Fierce provided the following:

- The hydrant team consists of Joe Arroyo and Kyle Cayton;
- Explained that the department is working towards a better ISO rating accreditation. This includes color coating the hydrants and working with the County's GIS Department;
- The Village owns the hydrants and are responsible for the repair and maintenance of them;
- The FFPD does not "flush" the hydrants due to the fact the water lines and meters could break; and,
- Our hydrant team accompanies the Village workers when the hydrants are flushed to obtain certain information needed by the FFPD.

The Board held a brief conversation on the CAD consolidation.

Chief Fierce advised the Board that fire alarm panels are becoming a thing of the past and supplies/parts are difficult to obtain. Signs are to be hung inside buildings notifying the public there are no fire alarms present. Letters from the FFPD require updates from the alarm companies on the status of chips/panel parts.

In respect to recent fires at "big box" stores, Chief Fierce stated that it is a priority to inspect these stores in the District, to ensure that the sprinkler systems are not being overloaded.

Trustee Nice commended Lt. Brow for his work on obtaining the Grant.

Trustee Kavanagh acknowledged the "good job" Sean is doing.

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

None requested.

**ADJOURNMENT/RECESS:**

At 5:49 P.M., a **Motion** was made by Trustee Larry Nice, Sr., seconded by Trustee Donna Vegter, that this meeting be adjourned. President Jacobs called for a voice vote. All in favor. Motion carried.

Michelle Selvaggio, Recording Secretary

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Secretary, Board of Trustees

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