

**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 20th day of April, 2021.

CALL TO ORDER:

The meeting was called to order at 5:00 P.M., and a roll call was taken.

Upon the roll being called, the following Trustees answered present:
William F. Hoffmeister, Robert Jacobs, Larry Nice, Sr. and Daniel Rossi.

DC Sean Fierce, AC Paul Kinsella, LT/EMT Kevin Linhart, ENG/EMT Alphonso Jackson, FF/EMT Josh Seroka, and Commissioner Donna Vegter were also in attendance.

Trustee Michael Kavanagh was absent from said meeting.

PLEDGE OF ALLEGIANCE:

All present stood for the Pledge of Allegiance.

PUBLIC COMMENTS:

None present.

APPROVAL OF THE MINUTES:

1. Regular BOT Meeting, March 16, 2021

A **Motion** was made by Trustee William F. Hoffmeister, seconded by Trustee Daniel Rossi., to approve the Regular Meeting Minutes dated March 16, 2021, 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 Larry Nice, Sr., seconded by Trustee William F. Hoffmeister, Sr., to authorize payment of the Fire Service and Ambulance Fund bills, totaling \$196,168.52, as presented. President Jacobs called for a roll call vote: upon the roll being called, the following Trustees voted aye: William F. Hoffmeister, Robert Jacobs, Larry Nice, Sr. and Daniel Rossi. All in favor. Motion carried.

COMMISSIONER RE-APPOINTMENT:

1. Discussion/Possible Action on Re-Appointment of Michael Minogue

A **Motion** was made by Trustee Larry Nice, Sr., seconded by Trustee William F. Hoffmeister, to re-appoint Michael Minogue to the position of Fire Commissioner, as presented. President Jacobs called for a roll call vote: upon the roll being called, the following Trustees voted aye: William F. Hoffmeister, Robert Jacobs, Larry Nice, Sr. and Daniel Rossi. All in favor. Motion carried.

PENSION TRUSTEE RE-APPOINTMENT:

1. Discussion/Possible Action on Re-Appointment of Trustee Wilson

A **Motion** was made by Trustee Larry Nice, Sr., seconded by Trustee William F. Hoffmeister, to re-appoint Robert Wilson to the position of Pension Trustee, as presented. President Jacobs called for a roll call vote: upon the roll being called, the following Trustees voted aye: William F. Hoffmeister, Robert Jacobs, Larry Nice, Sr. and Daniel Rossi. All in favor. Motion carried.

PROPERTY & CASUALTY INSURANCE - KINSELLA:

1. Discussion/Update on Renewal of Property & Casualty Ins. Policy

AC Kinsella summarized the Property & Casualty Insurance Policy renewal as follows:

- A small increase (about \$4,000.00) for the “cyber” coverage;
- To reduce the premium, other coverages could be decreased;
- Recommendation is to keep all coverages as they are, since we are well covered; and,
- “Garage-keepers” coverage will remain in place due to the increased amount of vehicle mechanical work for the other departments.

AC Kinsella mentioned that one change would be made – the carnival address would be removed from the District policy and added to Foundation’s separate policy.

A **Motion** was made by Trustee William F. Hoffmeister, seconded by Trustee Larry Nice, Sr., to renew the Property & Casualty Insurance Policy, as presented. President Jacobs called for a roll call vote: upon the roll being called, the following Trustees voted aye: William F. Hoffmeister, Robert Jacobs, Larry Nice, Sr. and Daniel Rossi. All in favor. Motion carried.

PERSONNEL:

1. Discussion/Updates on Miscellaneous Personnel Items

Trustee Jacobs stated that AC Kinsella has an item to be discussed in the Closed Session portion of the meeting.

FINANCE:

1. Discussion/Possible Action on Ambulance Rate Increase

DC Fierce provided the following information on the proposed Ambulance Rate Increase:

- Last increase was in December of 2017;
- Raising the flat rate from \$1,800.00 to \$2,000.00, plus keeping the per mile rate at 17 cents; and,
- Anticipating the collections to increase between \$40,000.00 - \$60,000.00.

ORDINANCE #247: [An Ordinance Fixing Charges for Life Support Emergency Ambulance Service Provided by the Frankfort Fire Protection District, Will County, IL and Repealing Ordinance #226 of the Frankfort Fire Protection District]

A **Motion** was made by Trustee Larry Nice, Sr., seconded by Trustee William F. Hoffmeister, to adopt Ordinance #247, as presented. President Jacobs called for a roll call vote: upon the roll being called, the following Trustees voted aye: William F. Hoffmeister, Robert Jacobs, Larry Nice, Sr. and Daniel Rossi. All in favor. Motion carried.

MOBILE EQUIPMENT:

AC Kinsella advised the Board of the following:

- The new Ladder Truck is not in final production yet, because some change orders needed approval;
- KME is in operation, since Engine 74 is in the shop for general maintenance;
- Engine 73 is in the shop for minor rust repair and is covered under a 50% warranty;
- Future repairs:
 - Squad 71 – body mounts are cracking, rusting and corroding and the body is starting to hang. Reviewing two (2) quotes and it would be out of service for about a month; and,
 - 2004 F250 Pick-Up Truck (the oldest P/U - #0030) that is used to plow snow is blowing transmission lines/brake lines and may need to be replaced soon.

In answer to a question, AC Kinsella said the change orders should not alter the original cost of the new Ladder Truck. If that would occur, it would be brought to the Board's attention immediately.

The Board briefly discussed the mechanical repairs being performed for the other departments and recognized that a small profit has been gained.

COMMUNICATION:

DC Fierce provided the following information:

- Was advised at the LCC Operations meeting, that FEMA has reached out with additional questions regarding the Regional Grant Application for radios – a good sign;
- The Center Chiefs (Fire/Police) are more agreeable to working together;
- The Center signed a contract with an outside Auditor (Consulting firm) to review current practices. The results will produce a strategic plan going forward to help the Center perform better; and,
- At the Operational level, members met last week with the partner agencies to begin the preliminary set-up of a GPS like system (ARL) in the Dispatch Center and in the vehicles of the surrounding departments/districts. This will enable the Center to see where all vehicles are at all times to expedite calls.

REAL ESTATE:

DC Fierce had the following repairs made:

- Sta. 73 – Various roof repairs were completed due to damage and rodents;
- Sta. 74 -- Two (2) vent lines (shower area in the bunk room and dryer area) were moved to solve recurring problems; and,
- Sta. 75 – The same repairs are scheduled to be made.

MUSEUM & FFD HISTORICAL COMMITTEE:

Trustee Jacobs advised the Board that former Trustee Lorenz had visited the Museum and discussed the Department's history with DC Fierce.

APPROVAL OF PURCHASE ORDER:

None presented.

CORRESPONDENCE:

None received.

TRUSTEE COMMENTS:

Donna Vegter asked for a moment to make a statement --

Donna stated “It was an honor and a privilege to be a Commissioner in this organization – an absolute pleasure. I am honored to be trusted by the Frankfort Fire Protection District and hope to live up to and measure up to their standards. I believe I have a lot to offer and thank you again for your support and trust”.

Trustee Jacobs “thanked” Commissioner Vegter for expressing her interest in the upcoming Trustee vacancy.

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

At 5:32 P.M., a **Motion** was made by Trustee Larry Nice, Sr., seconded by Trustee William F. Hoffmeister, that the Board Meeting 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 Jacobs called for a roll call vote: upon the roll being called, the following Trustees voted aye: William F. Hoffmeister, Robert Jacobs, Larry Nice, Sr. and Daniel Rossi. All in favor. Motion carried.

At 6:10 P.M., a **Motion** was made by Trustee Larry Nice, Sr., seconded by Trustee William F. Hoffmeister, to reconvene the Regular Board Meeting. President Jacobs call a voice vote. All in favor. Motion carried.

POSSIBLE ACTION TAKEN ON ITEMS DISCUSSED IN CLOSED SESSION:

A **Motion** was made by Trustee Daniel Rossi, seconded by Trustee Robert Jacobs, to create a Daytime Lieutenant position, beginning June 1, 2021, as presented. President Jacobs called for a roll call vote: upon the roll being called, the following Trustees voted aye: William F. Hoffmeister, Robert Jacobs, Larry Nice, Sr. and Daniel Rossi. All in favor. Motion carried.

ADJOURNMENT/RECESS:

At 6:15 P.M., a **Motion** was made by Trustee Daniel Rossi, seconded by Trustee Larry Nice, Sr., that this meeting be adjourned. President Jacobs called for a voice vote. All in favor. Motion carried.

Michelle Selvaggio, Recording Secretary

Secretary, Board of Trustees

Transcription by: Carolyn J. Williams, Administrative Receptionist