

**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 in Frankfort, Illinois, in said District at 5:00 P.M., on the 21st day of April, 2020. The meeting was conducted in “virtual” format (electronically) due to the Covid-19 quarantine.

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:
William H. Hoffmeister, Robert Jacobs, Michael Kavanagh and Daniel Rossi.

Chief Bob Wilson, DC Sean Fierce and AC Paul Kinsella were in attendance.

Trustee Larry Nice, Sr., was absent from said meeting.

PLEDGE OF ALLEGIANCE:

All present stood for the Pledge of Allegiance.

PUBLIC COMMENTS:

None.

APPROVAL OF THE MINUTES:

1. Regular BOT Meeting, March 10, 2020

A **Motion** was made by Trustee Robert Jacobs, seconded by Trustee William F. Hoffmeister, to approve the Regular Meeting Minutes dated March 10, 2020, as presented. President Jacobs called for a voice vote. All in favor. Motion carried.

APPROVAL OF THE BILLS:

1. Board/Expenditure Report

Chief Wilson mentioned that he spoke with James Howard today regarding the lack of information in the description section of the vehicle repair invoices. In the future, the parts ordered/repairs made will be listed for clarification.

A **Motion** was made by Trustee Michael Kavanagh, seconded by Trustee Daniel Rossi, to authorize payment of the Fire Service and Ambulance Fund bills, totaling \$209,498.57, 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, Michael Kavanagh and Daniel Rossi. All in favor. Motion carried.

COMMISSIONER RE-APPOINTMENT:

1. Discussion/Possible Action on Re-Appointment of Donna Vegter

DC Fierce reported that he spoke to Donna regarding the re-appointment and she is definitely interested in retaining the Commissioner position.

COMMISSIONER RE-APPOINTMENT: [Continued]

A **Motion** was made by Trustee William F. Hoffmeister, seconded by Trustee Daniel Rossi, to re-appoint Donna Vegter to the position of 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, Michael Kavanagh and Daniel Rossi. All in favor. Motion carried.

DC Fierce will advise Donna Vegter of her re-appointment to the Commissioner position.

PROPERTY & CAUALTY INSURANCE:

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

AC Kinsella received a renewal quote from Corkill (Selective) regarding the Property & Casualty Insurance. Horton will provide a quote from ESIP prior to the next Board Meeting.

PERSONNEL:

1. Discussion/Updates on Miscellaneous Personnel Items
2. Discussion/Possible Action on Fleet Service Mechanic

Chief Wilson advised the Board that a new firefighter (Andrew Schofield) started March 23rd and due to the stay-at-home quarantine, the Awards Ceremony will still be held sometime in the future.

Trustee Rossi confirmed that discussion/possible action on the Fleet Service Mechanic will be conducted in the Closed Session portion of the meeting.

FINANCE:

Chief Wilson provided the following updates:

- Nothing new to report from today's Finance Meeting. James Howard presented a power-point for the Committee and the Local's negotiating reps. As a result, a lot of questions surfaced;
- Continuing to work on the 2020-2021 Budget;
- Tax Anticipation Warrants may be put into motion, if needed;
- Anticipating the usual receipt of tax money end of May/beginning of June, but an extension could be ordered. We have reserve funds, but do not anticipate using them; and,
- Working with Andres Medical in order to receive \$26,000.00 from the "Stimulus Funding Bill".

MOBILE EQUIPMENT:

1. Updates on Bid Packet Opening

AC Kinsella advised that three (3) packets (EI, Pierce and Rosenbauer) were returned and the bids were opened as scheduled. Currently, the bids are being reviewed and on hold. The bids were as follows: EI - \$1.2; Pierce – under \$1.1; and, Rosenbauer was about \$2,000.00 less than Pierce.

The new 2020 "re-chassised" ambulance was received last week and will go into service next week at Station 72. The old Station 72 ambulance (650) will be moved to Station 74.

Eng. Nick Sunzere (Local 4338 President) and FF/EMT Jake Smith briefly joined in the meeting and stated that the Union Local 4338 objected to the ladder truck purchase, having a vehicle maintenance center, the hiring of another mechanic and any other capital projects at this time. If pursued, it would be a bad idea with negotiations going on.

COMMUNICATION:

DC Fierce provided the following information:

- He held his second meeting as Chairman of the Ops. Committee and interaction among the agencies seem to be encouraging;
- The Chair of the Lincolnway Area Fire District did a thorough assessment and updating of the radios. Communications, as a whole, is moving in the right direction; and,
- Reminded the Board the “Letter of Withdrawal” will need to be addressed sometime.

REAL ESTATE:

DC Fierce summarized the following:

- The annual fire alarm testing is temporarily on hold until the current virus situation settles down and then intends to catch up in the next few months; and,
- Cutting out ancillary spending out of the Budget, i.e., extra landscaping projects for stations 4 and 5. Only necessary items will be done.

MUSEUM & FFD HISTORICAL COMMITTEE:

DC Fierce advised the Board that one (1) roof repair proposal for Station 71 was received. After reviewing the proposal, I (DC Fierce) requested the vendor to re-submit a proposal for minimum cost.

APPROVAL OF PURCHASE ORDERS:

None presented.

CORRESPONDENCE:

Chief Wilson recapped the following:

1. Received a note from a Dr. for our “Outstanding Service” in response to a MVA in Richton Park on Feb. 27, 2020. The Dr. also responded to the call;
2. “Thank You” from Homer Township Fire Department for assistance on a structure fire on April 2, 2020;
3. Received our ISO Rating information back and are currently reviewing it to ascertain where improvement is needed. For the hydranted areas, we maintain a “3” (2 points away from a “2”) and for the rural water areas, we went from a “5” to a “4”; and,
4. In reference to the annexation properties, DC Fierce stated the “Notices of Annexation” of these properties were published in the April 7, 2020 edition of the Joliet Herald. A sixty (60) day “window” is allowed for responses/oppositions. If no opposition comes forward, then four (4) Annexation Ordinances will be introduced to the Board at the June Board Meeting for approval. These Ordinances will be published again, followed by another “window”. Once the second time period is completed, the parcels will be annexed into the Fire District.

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 William F. Hoffmeister, seconded by Trustee Daniel Rossi, 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 Jacobs call for a roll call vote: upon the roll being called, the following Trustees voted aye: William F. Hoffmeister, Robert Jacobs, Michael Kavanagh and Daniel Rossi. All in favor. Motion carried.

Trustee Larry Nice, Sr. joined the Closed Session portion of the meeting.

At 6:39 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 called for a voice vote. All in favor. Motion carried.

POSSIBLE ACTION TAKEN FROM CLOSED SESSION:

As a result of Closed Session, a **Motion** was made by William F. Hoffmeister, seconded by Larry Nice, Sr., to extend the offer to hire a new mechanic, 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, Michael Kavanagh, Larry Nice, Sr., and Daniel Rossi. All in favor. Motion carried.

TRUSTEE COMMENTS:

Trustee Rossi “thanked” the Administration of the Department and the all crews for doing a good job and the incredible feedback for participating in birthday party requests.

Wonderful job being done in light of Covid-19.

Chief Wilson mentioned that Bruce Wells passes away.

ADJOURNMENT/RECESS:

At 6:45 P.M., a **Motion** was made by Trustee William F. Hoffmeister, 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