

**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 W. Nebraska Street, Frankfort, Illinois, in said District at 5:00 P.M., on the 17th day of August, 2021.

**CALL TO ORDER:**

The meeting was called to order at 5:04 P.M., and a roll call was taken.

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

Interim Fire Chief Sean Fierce, BC Jeremy Stukel and Lt. Kevin Brow were also in attendance.

Trustee Donna Vegter was absent from said meeting.

A **Motion** was made by Trustee Robert Jacobs, seconded by Trustee Larry Nice, Sr., to appoint Trustee William F. Hoffmeister, Secretary Pro-Tem for this meeting. President Jacobs called for a voice vote. All in favor. Motion carried.

**PLEDGE OF ALLEGIANCE:**

All present stood for the Pledge of Allegiance.

**PUBLIC COMMENTS:**

None present.

**APPROVAL OF THE MINUTES:**

1. Regular BOT Meeting, July 20, 2021

A **Motion** was made by Trustee William F. Hoffmeister, seconded by Trustee Larry Nice, Sr., to approve the Regular Meeting Minutes dated July 20, 2021, as amended. 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 \$162,735.95, 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 Larry Nice, Sr. All in favor. Motion carried.

**5:15 P.M. PUBLIC HEARING:**

1. The Budget and Appropriation Ordinance for the Fiscal Year Commencing June 1, 2021 and Ending May 31, 2022

Trustee Jacobs read the titled Ordinance and the budgeted total.

(No members of the public were in attendance.)

**ORDINANCE #249:** [An Ordinance Providing for the Budget and Appropriations of the Frankfort Fire Protection District, Will County, Illinois for the Fiscal Year Beginning June 1, 2021 and Ending May 31, 2022]

A **Motion** was made by Trustee Michael Kavanagh, seconded by Trustee Larry Nice, Sr., to approve Ordinance #249, 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 Larry Nice, Sr. All in favor. Motion carried.

**PERSONNEL:**

1. Discussion/Updates on Miscellaneous Personnel Items
2. Discussion/Updates on Fire Chief Succession

Trustee Jacobs advised the Board that five (5) resumes have been received for the Fire Chief position (AC Kinsella, BC Stukel, Lt. Adcock, Lt. Brow and Lt. Schultz).

A **Motion** was made by Trustee Michael Kavanagh, seconded by Trustee Larry Nice, Sr., to have the Personnel Committee review the resumes and schedule a Special Board Meeting to discuss their findings. President Jacobs called for a voice vote. All in favor. Motion carried.

Interim Chief Fierce asked the Board to keep Eric Hall and his family in their thoughts with the passing of Eric's father, Rick Hall (former Fire Chief of Custer Township Fire Protection District).

**FINANCE:**

In answer to Trustee Kavanagh's question, Interim Chief Fierce advised the Board that a couple of changes were made to the budget – funds added for Squad repairs (\$60,000.00) and IT Server replacement (\$23,000.00). Also, ambulance billing is way up, so cuts are not anticipated.

**MOBILE EQUIPMENT:**

Interim Chief Fierce provided the Board with the following information:

- New ladder truck – cab painted and chassis done, possibly 10 months out for delivery;
- Working with the vendor regarding the body mount issues on the Squad that is OOS; and,
- Dealing with warranty issues for the Tender (E73) – cracking of body.

**COMMUNICATION:**

Interim Chief Fierce reported on the following:

- Attended LCC Operations meeting today --
  - Still hiring personnel;
  - The Board discussed some early findings from the Consultant; and,
  - Final Consultant report available in 4-5 more weeks.
- Also sat in on the Will County Emergency System Telephone Board (ESTB) meeting – paperwork has been filed to place Interim Chief Fierce on the Board. Expected to be placed on the Board in September or October. Trustee Jacobs is currently our representative for the LCC.

**REAL ESTATE:**

In reference to the roof repairs, Interim Chief Fierce will disseminate a bid packet when available.

**MUSEUM & FFD HISTORICAL COMMITTEE:**

Nothing new to report.

**APPROVAL OF PURCHASE ORDER:**

None presented.

**CORRESPONDENCE:**

None received.

**TRUSTEE COMMENTS:**

Trustee Nice “thanked” all personnel that applied for the Fire Chief position.

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

None requested.

**ADJOURNMENT/RECESS:**

At 5:25 P.M., a **Motion** was made by Trustee Larry Nice, Sr., seconded by Trustee Michael Kavanagh, 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, Administrative Receptionist