

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 13th day of December 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, Justin Lohrens, Michael Minogue and Donna Vegter.

Chief Sean Fierce, DC Paul Kinsella, BC Jeremy Stukel and Lt. Kevin Brow were also in attendance.

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

**PLEDGE OF ALLEGIANCE:**

All stood for the Pledge of allegiance.

**APPROVAL OF THE MINUTES:**

1. Regular BOT Meeting, November 9, 2022

A **Motion** was made by Trustee Donna Vegter, seconded by Trustee Justin Lohrens, to approve the Regular Meeting Minutes dated November 9, 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 Minogue, seconded by Trustee Robert Jacobs, to authorize payment of the Fire Service and Ambulance Fund bills, totaling \$723,161.66, as presented. President Jacobs called for a roll call vote: upon the roll being called, the following Trustees voted aye: Robert Jacobs, Justin Lohrens, Michael Minogue and Donna Vegter. All in favor. Motion carried.

**OLD BUSINESS:**

Nothing new to report.

**NEW BUSINESS:**

1. **2023 Board of Trustee Meeting Dates.** Discussion/Approval on 2023 Board of Trustee Meeting Dates.

Trustee Jacobs presented the proposed 2023 Board of Trustee Meeting Dates for discussion/approval.

A **Motion** was made by Trustee Michael Minogue, seconded by Trustee Donna Vegter, to approve the 2023 Board of Trustee Meeting Dates, as presented. President Jacobs called for a voice vote. All in favor. Motion carried.

**2. 2023 F-250 Fleet Vehicle.** Discussion/Approval on Purchase of 2023 F-250 Fleet Vehicle.

DC Kinsella explained the reasoning for the purchase and the need to order now - the “window” for ordering closes on December 20, 2022.

Chief Fierce added that the FFPD needs to “get in line to have one built” and the purchase has been budgeted for Fiscal Year 2024.

The Board held an open discussion on the subject.

A **Motion** was made by Trustee Robert Jacobs, seconded by Trustee Justin Lohrens, to approve the purchase request for a 2023 F-250 Fleet Vehicle (Pick-Up Truck), as presented. President Jacobs called for a roll call vote: upon the roll being called, the following Trustees voted aye: Robert Jacobs, Justin Lohrens, Michael Minogue and Donna Vegter. All in favor. Motion carried.

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

Chief Fierce reported the following:

- A meeting will be scheduled after the holidays;
- Committee working with Eric -
  - Revise job descriptions and mechanic tiers;
- Additional staffing -
  - Admin. - Secretary
  - Fire Prevention – Fire Inspector;
- The Workmen’s Comp. Insurance was renewed with the recommended \$50K high deductible plan.

**2. Finance** – [Jacobs & Minogue]

Nothing new to report.

**3. Mobile Equipment** – [Lohrens & Nice]

Trustee Lohrens provided the following:

- Still waiting to hear on the status of the Motorola radio purchase; and,
- Two (2) chassis have been ordered.

**4. Communications** – [Lohrens]

Chief Fierce informed the Board of the following:

- The new paging technologies will switch over in January 2023; and
- Equipment will be picked up on Thursday.

**5. Real Estate** – [Jacobs & Vegter]

Nothing new to report.

**6. Museum & FPD Historical Committee** – [Nice]

Nothing new to report.

**APPROVAL OF PURCHASE ORDERS:**

1. Currie Motors, Inc. \$58,860.00 [2023 Ford F-250 Fleet Vehicle]

A **Motion** was made by Trustee Robert Jacobs, seconded by Trustee Justin Lohrens, to approve the Currie Motors, Inc. purchase order for a 2023 Ford F-250 Fleet Vehicle, in the amount of \$58,860.00, as presented. President Jacobs called for roll call vote: upon the roll being called, the following Trustees voted aye: Robert Jacobs, Justin Lohrens, Michael Minogue and Donna Vegter. All in favor. Motion carried.

**CORRESPONDENCE:**

Trustee Jacobs advised the Board that the Northern Illinois Alliance of Fire Protection Districts Conference is scheduled for January 27-28, 2023. If interested, please contact Chief Fierce to register.

Chief Fierce added that he also notified the Fire Commissioners of this upcoming conference.

**PUBLIC COMMENTS:**

None voiced.

**TRUSTEE COMMENTS:**

Trustee Vegter “thanked” everyone in this organization for the outstanding job that was done this year serving the public, as well as each other. Wished everyone a safe holiday season and a safe 2023.

Trustee Jacobs “echoed” her sentiments and appreciation to the Chief Officers, Officers, Admin. Staff and all fire personnel for all their work this past year.

Trustee Lohrens “thanked” the Frankfort Chapter of the “Fire Buddies” for their participation and stated that they have received super positive feedback. The “Fire Buddies” organization is also getting some national press.

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

None requested.

**ADJOURNMENT/RECESS:**

At 5:21 P.M., a **Motion** was made by Trustee Michael Minogue, 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