

**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 Three, 24420 S. LaGrange Road, Frankfort, Illinois, in said District at 5:00 P.M., on the 15th day of February, 2022.

**CALL TO ORDER:**

The meeting was called to order at 5:12 P.M., and a roll call was taken.

Upon the roll being called, the following Trustees answered present:  
William F. Hoffmeister, Michael Kavanagh and Donna Vegter.

Chief Sean Fierce, DC Paul Kinsella, Commissioners Heather Dauber and Michael Minogue, LTs. Brian Adcock and Kevin Brow, Cadet members, Probationary Firefighters Kyle Boll, David Conrad, Terence Klosak, Jordan Lee, Lukas Stock, Demetrius Nolan, and their families were also in attendance.

Trustees Robert Jacobs and Larry Nice, Sr. were absent from said meeting.

A **Motion** was made by Trustee Michael Kavanagh, seconded by Trustee Donna Vegter to appoint Trustee William F. Hoffmeister President Pro-Tem for this meeting. A voice vote was taken. All in favor. Motion carried.

**PLEDGE OF ALLEGIANCE:**

All present stood for the Pledge of Allegiance.

**PUBLIC COMMENTS:**

None voiced.

**APPROVAL OF THE MINUTES:**

1. Regular BOT Meeting, January 18, 2022

A **Motion** was made by Trustee Donna Vegter, seconded by Trustee Michael Kavanagh, to approve the Regular Meeting Minutes dated January 18, 2022, as presented. President Pro-Tem Hoffmeister 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 Donna Vegter, to authorize payment of the Fire Service and Ambulance Fund bills, totaling \$165,018.50, as presented. President Pro-Tem Hoffmeister called for a roll call vote: upon the roll being called, the following Trustees voted aye: William F. Hoffmeister, Michael Kavanagh and Donna Vegter. All in favor. Motion carried.

**PERSONNEL:**

1. Discussion/Updates on Miscellaneous Personnel Items

Nothing new to report.

**FINANCE:**

1. Discussion/Update on Budget Amendment

Chief Fierce provided the following information:

- The amended Budget is due to the unexpected increase in the Health Insurance costs;
- The Amended Budget Public Notice was published on February 11, 2022;
- The proposed Amended Budget Ordinance will seek approval at the March 15, 2022 Regular Board of Trustees Meeting; and,
- The Finance Committee will meet between now and March to review the amended Budget.

**MOBILE EQUIPMENT:**

DC Kinsella addressed the following:

- In a few weeks, the final inspection of the new ladder truck will be scheduled;
- Squad 71 (PUC) was back in service last Friday (Feb. 11<sup>th</sup>) -- looks good; and,
- Preventive Maintenance is being performed for the rest of the fleet.

Chief Fierce added that equipment for Squad 71 (PUC) is being ordered.

**COMMUNICATION:**

Chief Fierce reported the following:

- The LCC Risk Assessment Study has been accepted by the Board at the Dispatch Center;
- Discussion was held on the implementation of the report results –
  - Application of such, will be based on best practices
  - Attainment of joint frequencies
- He (Chief Fierce) will be sworn in as an ETSB member next month (March).

**REAL ESTATE:**

Chief Fierce advised the Board of the following:

- Station 71 – Vendor is waiting for the roof repair supplies to arrive; and,
- Station 72 – Replacement garage (bay) doors are in - waiting for an installation date.

**MUSEUM & FFD HISTORICAL COMMITTEE:**

No report.

**APPROVAL OF PURCHASE ORDER:**

1. Firepenny, \$6,190.00 [Hose T72 and E71]

A **Motion** was made by Trustee Michael Kavanagh, seconded by Trustee Donna Vegter, to approve the purchase order for Firepenny, in the amount of \$6,190.00, for hose (1000' x 5"), as presented. President Pro-Tem Hoffmeister called for a roll call: upon the roll being called, the following Trustees voted aye: William F. Hoffmeister, Michael Kavanagh and Donna Vegter. All in favor. Motion carried.

**CORRESPONDENCE:**

None received.

**TRUSTEE COMMENTS:**

Trustee Vegter congratulated the six (6) firefighters on passing their probationary period and acknowledged Lt. John Murdie for the Humanitarian Award.

**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 Michael Kavanagh, seconded by Trustee Donna Vegter, that this meeting be adjourned. President Pro-Tem Hoffmeister called for a voice vote. All in favor. Motion carried.

Following the adjournment of the Regular Board of Trustees Meeting, Chief Fierce welcomed everyone to the Swearing-In Ceremony and spoke briefly about the Department.

**SWEARING-IN CEREMONY:**

1. Swear-in Firefighter Kyle Boll
2. Swear-in Firefighter David Conrad
3. Swear-in Firefighter Terence Klosak
4. Swear-in Firefighter Jordan Lee
5. Swear-in Firefighter Demetrius Nolan
6. Swear-in Firefighter Lukas Stock

Commissioner Michael Minogue administered the Oath to the six (6) probationary Firefighters.

**FIREFIGHTER COMMENDATION AWARDS:**

1. Life Safety/Humanitarian Award Presentation to Lieutenant John Murdie

Chief Fierce presented seven (7) Commendation Awards to the crews of Ambulance 73, Squad 71 and Battalion 71 that answered a call on January 27, 2022. A male subject was not breathing – unresponsive and pulseless. Procedures were implemented immediately to restore his pulse and breathing. He was transferred to the ED staff at the hospital. The patient was discharged from the hospital on February 7, 2022 without any Neurological deficits.

The Commendation Awards were presented to:

- LT. Kevin Linhart
- ENGs: Drew Doogan, Alphonso Jackson and Jimmey Votteler
- Firefighters: Ryan Smith, Lukas Stock and Jason Vaccaro

**FIREFIGHTER COMMENDATION AWARDS:** ]Continued]

1. Life Safety/Humanitarian Award Presentation to Lieutenant John Murdie

Chief Fierce presented the Life Safety/Humanitarian Award to LT. John Murdie for his participation in a deployment to Louisiana, as part of Illinois Task Force 1. Search/rescue and aid were provided to the people following Hurricane Ida's devastating "hit" on August 30, 2021.

Following the swearing-in ceremony, the presentations for the Life Safety/Humanitarian Award and Commendation Awards, refreshments were served.

Michelle Selvaggio, Recording Secretary

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Secretary, Board of Trustees

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