

**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 16th day of February, 2021.

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 F. Hoffmeister, Robert Jacobs, Michael Kavanagh (remotely), Larry Nice, Sr. (remotely) and Daniel Rossi.

Chief Robert Wilson, DC Sean Fierce, AC Paul Kinsella and Anthony Cervini of Sikich (remotely) were also in attendance.

PLEDGE OF ALLEGIANCE:

All present stood for the Pledge of Allegiance.

PUBLIC COMMENTS:

None present.

APPROVAL OF THE MINUTES:

1. Regular BOT Meeting, January 19, 2021

A **Motion** was made by Trustee Michael Kavanagh, seconded by Trustee Daniel Rossi, to approve the Regular Meeting Minutes dated January 19, 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 William F. Hoffmeister, seconded by Trustee Larry Nice, Sr., to authorize payment of the Fire Service and Ambulance Fund bills, totaling \$161,261.39, 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.

FY 2019-2020 AUDIT REVIEW:

1. Presentation by Anthony Cervini of Sikich

Anthony Cervini presented the following information:

- Explained the Comprehensive Annual Financial Report (CAFR), Fiscal Year Ending May 31, 2020;
- Congratulated the District for being awarded the “Certificate of Achievement of Excellence in Financial Reporting” from the GOA for the 2019 CAFR;
- The Independent Audit’s Report gave the District a “clean, unmodified opinion” – which is the highest level of auditing opinions given;

FY 2019-2020 AUDIT REVIEW: [Continued]

- The Management’s Discussion & Analysis (MD&A) provides an overall executive summary of the fiscal year ending May 31, 2020, along with comparative information from May 31, 2019 and explanations for the financial changes;
- The Statement of Asset Position is driven by the OPEB (Pension and other Benefits’ liabilities);
- Balance Sheet – calculated via the “modified accrual basis” of accounting (Capital Assets and Long-Term Liabilities have been removed);
- Good reserves are in place and in-line with industry standards;
- The IMRF statement as of December 2019 shows it is 93.5% funded – due to a strong investment performance. The funding percentage went from 81.9 to 93.5; and,
- FF Pension Fund – As of December 2019, it is funded at 61.17% due to changes in the Assumptions, actual versus expected experience and PSEBA recipient changes.

Anthony Cervini “thanked” the District and Administrative staff for all their assistance and cooperation with the audit process.

At 5:15 P.M., Anthony Cervini left the meeting (remotely).

PERSONNEL:

1. Discussion/Updates on Miscellaneous Personnel Items

AC Kinsella provided the following information:

- The Grievance –
 - A Settlement Agreement was entered into with the individual and the Union;
 - The individual took the test and passed, He was placed at the bottom of the Eligibility List; and,
 - A “practical” was not given as of yet, due to the extreme cold weather.
- New hires started on shift last Monday. A lot of training took place at Station 73 and things are working out well; and,
- There are 6-8 candidates currently going through the “BC acting training” process to become potential candidates for testing in the future. Receiving a lot of positive feedback – working out well.

Chief Wilson commented that this training is beneficial because if/when issues may arise, the BC actors are seeing other aspects of the job – provides a new perspective.

FINANCE:

Chief Wilson reported that he is meeting with James Howard and Austin to develop a budget draft for the May BOT Meeting.

MOBILE EQUIPMENT:

AC Kinsella provided the following information:

- The new ladder truck is on order. Made changes to the pump manufacturer – going with Rosenbauer pumps – less complicated. The “final print” should be here in about two (2) weeks;
- Rosenbauer will authorize the FFPD (Station 73) to be a Warranty Center. The FFPD will be able to complete our repairs in-house and receive compensation for the work performed. Also, the FFPD would be able to repair other area departments’ Rosenbauer vehicles, as well; and,

MOBILE EQUIPMENT: [Continued]

- The 2017 Pierce Pumper Tanker has \$5,000 worth of corrosion on the cab and am currently working with Pierce regarding the repairs.

COMMUNICATION:

DC Fierce advised the Board of the following;

- The City of Joliet will go live with GPS based dispatching calls for all their vehicles on March 1. After 1-2 months, the program will be re-evaluated and then made available to the FFPD;
- To fine tune the station specific alerting system, updates for dispatch are being written in order to customize and expand the capabilities of the system;
- The EMA will set up a schedule to reprogram the radios on Star.com;
- The Consultant is now on a contract with the Center to review and implement changes;
- The Fire Chiefs are very interested in possible restructuring and setting of goals – very encouraging; and,
- The Laraway agency has submitted another Grant application for radios.

REAL ESTATE:

DC Fierce stated the installation of the new Generator was completed last week Thursday (February 11) and is incredibly quiet. Also, the EMA has picked up the temporary generator.

DC Fierce advised that there is some ice damming at Station 71 – the situation is being monitored.

MUSEUM & FFD HISTORICAL COMMITTEE:

No report.

APPROVAL OF PURCHASE ORDER:

None presented.

CORRESPONDENCE:

Chief Wilson provided the following information:

- He (Chief Wilson), along with Trustees Jacobs and Rossi, attended and completed the online Educational Seminar via Zoom offered by the Northern IL Alliance of Fire Protection Districts. More Trustee training opportunities are being sought;
- Volunteered the FFPD to administer the COVID-19 vaccine at Silver Cross for the next two Fridays;
- AC Kinsella is looking into administering the vaccines at/by the FFPD;
- Working again with Tinley Park regarding dual responses. Tinley Park is tied in with US Digital (computer) and Matteson is coming aboard. Hopefully to reduce response time with shared borders, such as the Harlem Avenue and Vollmer Road area – which takes in strip malls and the new Amazon warehouse; and,
- Additional growth projects are coming to Frankfort –
 - Gateway is expanding with another phase of 257 units at Steger Road and Route 45. It is in the water study phase; and,

CORRESPONDENCE: [Continued]

- There is movement on the Mokena side of Wolf Road and Route 30 regarding the out lots in from of JC Penney. Silver Cross anticipates constructing a medical office building in the area of Route 30 and Owens (across from the Northwestern (Palos) medical building.

TRUSTEE COMMENTS:

None voiced.

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

None requested.

ADJOURNMENT/RECESS:

At 5:37 P.M., a **Motion** was made by Trustee William F. Hoffmeister, seconded by Trustee Daniel Rossi, 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