

**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 21st day of February 2023.

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, Larry Nice, Sr. and Donna Vegter.

Chief Sean Fierce, DC Paul Kinsella, Lt. Kevin Linhart and FF Zach Pavesich were also in attendance.

Trustee Michael Minogue was absent from said meeting.

PLEDGE OF ALLEGIANCE:

All stood for the Pledge of allegiance.

APPROVAL OF THE MINUTES:

1. Regular BOT Meeting, January 17, 2023

A **Motion** was made by Trustee Donna Vegter, seconded by Trustee Justin Lohrens, to approve the Regular Meeting Minutes dated January 17, 2023, 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 Donna Vegter, seconded by Trustee Larry Nice, Sr., to authorize payment of the Fire Service and Ambulance Fund bills, totaling \$129,193.69, as presented. President Jacobs called for a roll call vote: upon the roll being called, the following Trustees voted aye: Robert Jacobs, Justin Lohrens, Larry Nice, Sr. and Donna Vegter. All in favor. Motion carried.

OLD BUSINESS:

Nothing new to report.

NEW BUSINESS:

Per Chief Fierce, all information will be presented during the "Committee Reports" portion of the meeting.

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

Trustee Vegter reported the following:

- The current Admin. Staff paid holiday schedule does not include Martin Luther King Day or Veterans Day – discussed adding to the schedule;
 - Consensus of the Committee is to add these two (2) paid holidays and update the current policy; and,
 - Present updated policy for possible approval at the March BOT meeting.
- Discussed the job description for the new Admin. Support position;
 - Test applicants for basic computer skills – email, Excel, etc., and communication skills.

Chief Fierce added the following:

- Lt. Ben Hansen will be receiving his “Functional Capacity Evaluation Report” that outlines his present condition;
 - Based on that information, decisions can be reached as to how to proceed, i.e., possibly promote to fill position.
- Lt. Linhart will have shoulder surgery soon and be off 6-8 months;
- FF Jensen was injured on his last shift – possible shoulder injury;
- Noted there were two (2) CPR cardiac saves this month and will be honored at the next Awards Ceremony; and,
- The “Blessing” of the new ladder truck will be scheduled when the weather is warmer.

2. Finance – [Jacobs & Minogue]

Chief Fierce stated that he is working on the budget and will be meeting with the various department heads for input.

3. Mobile Equipment – [Lohrens & Nice]

DC Kinsella provided the following:

- The “punch list” and body work on the new ladder truck is almost done (about 2 more weeks);
- Recommends starting the process to obtain a new replacement engine – takes 20-24 months to build/deliver, estimated cost \$800,000-\$900,000;
- Basic maintenance and P.M.s are being done;
- Vehicle repairs for East Joliet and Wilmington continue. Wilmington has some big-ticket repairs; and,
- Homer is going to Lockport for repairs due to proximity.

4. Communications – [Lohrens]

Chief Fierce and DC Kinsella informed the Board of the following:

- The Center (LCC) has changed/implemented the FFPD’s requests to assign vehicles to calls;
- The “call response” times are now comparable to national standards;
- The new phone system’s capabilities are being utilized more;
- The staffing levels have increased; and,
- The Dispatchers new contract has been signed – atmosphere has improved.

5. Real Estate – [Jacobs & Vegter]

Nothing new to report.

6. Museum & FPD Historical Committee – [Nice]

Nothing new to report.

APPROVAL OF PURCHASE ORDERS:

None presented.

CORRESPONDENCE:

None received.

PUBLIC COMMENTS:

None voiced.

TRUSTEE COMMENTS:

Trustee Larry Nice, Sr. “thanked” everyone for their good wishes.

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

At 5:23 P.M., a **Motion** was made by Trustee Robert Jacobs, seconded by Trustee Larry Nice, Sr., 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 called for a roll call vote: upon the roll being called, the following Trustees vote aye: Robert Jacobs, Justin Lohrens, Larry Nice, Sr. and Donna Vegter. All in favor. Motion carried.

At 5:43 P.M., a **Motion** was made by Trustee Larry Nice, Sr., seconded by Trustee Justin Lohrens to reconvene the Regular Board Meeting. President Jacobs called for a voice vote. All in favor. Motion carried.

POSSIBLE ACTION ON ITEMS DISCUSSED IN CLOSED SESSION:

No action taken.

ADJOURNMENT/RECESS:

At 5.44 P.M., a **Motion** was made by Trustee Larry Nice, Sr., seconded by Trustee Justin Lohrens, 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, Admin. Support/Receptionist