

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 Seventy-One, 333 W. Nebraska Street, Frankfort, Illinois, in said District at 5:00 P.M., on the 16th day of January, 2024.

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, James McGeever, Jr. and Michael Minogue.

Chief Sean Fierce, DC Paul Kinsella, BC Jeremy Stukel, LTs Brian Adcock, Ben Hansen, Nick Peters; ENGs Derek Anderson, Jerry Cooke, Alphonso Jackson; and, FF David Scanlan were also in attendance.

PLEDGE OF ALLEGIANCE:

All present stood for the Pledge of Allegiance.

APPROVAL OF THE MINUTES:

1. Regular BOT Meeting Minutes, December 12, 2023
2. Special BOT Meeting Minutes, January 3, 2024

A **Motion** was made by Trustee Michael Minogue, seconded by Trustee Justin Lohrens, to approve the Regular Meeting Minutes dated December 12, 2023, as presented. President Jacobs called for a voice vote. All in favor. Motion carried.

A **Motion** was made by Trustee Michael Minogue, seconded by Trustee James McGeever, Jr., to approve the Special Meeting Minutes dated January 3, 2024, 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 Robert Jacobs, seconded by Trustee Justin Lohrens, to authorize payment of the Fire Service and Ambulance Fund bills, totaling \$162,521.50, as presented. President Jacobs called for a roll call vote: upon the roll being called, the following Trustees voted aye: Robert Jacobs, Justin Lohrens, James McGeever, Jr. and Michael Minogue. All in favor. Motion carried.

OLD BUSINESS:

1. **Trustee Vacancy:** Discussion/Possible Appointment of a Trustee to Fill Vacant Seat.
2. **PSEBA Application:** Discussion/Possible Approval of PSEBA Benefits.
3. **Life Assist Ordinance:** Discussion on the Incorporation of Lift Assist Fees into Ordinance No. 259, An Ordinance Fixing Charges for Life Support Emergency Ambulance Service Provided by the Frankfort Fire Protection District, Will County, Illinois.

OLD BUSINESS: [Continued]

Trustee Vacancy –

Trustee Jacobs mentioned that Trustees Lohrens and McGeever, Jr., will be conducting the interviews.

Trustee Lohrens advised the Board that interviews have been offered to the interested applicants – waiting for responses.

PSEBA Application –

Trustee Jacobs explained that an “on-duty” disability pension has been awarded to Lt. Hansen and the Trustees are charged with determining whether the injury occurred in response to an emergency.

Lt. Hansen (applicant) explained the circumstances in which the injury occurred and that the paperwork was filed immediately.

Following an open discussion by the Board, Trustee Jacobs announced that the PSEBA application would be approved, and on behalf of the Trustees, “thanked” Lt. Hansen for his service to the District.

A **Motion** was made by Trustee Michael Minogue, seconded by Trustee Justin Lohrens, to approve the PSEBA application, as presented. President Jacobs called for a roll call vote: upon the roll being called, the following Trustees voted aye: Robert Jacobs, Justin Lohrens, James McGeever, Jr. and Michael Minogue. All in favor. Motion carried.

Lift Assist Ordinance –

In reference to establishing a Life Assist Ordinance, the following comments were made:

- Trustee Jacobs explained the reasons for supporting this ordinance;
- Chief Fierce explained the fee structure (a “non-emergency” user fee); and,
- Trustee Lohrens suggested disseminating an educational flyer.

NEW BUSINESS:

1. **Ordinance No. 259:** Approval of An Ordinance Fixing Charges for Life Support Emergency Ambulance Service Provided by the Frankfort Fire Protection District, Will County, Illinois.
2. **Step 2 Grievance:** Discussion on Step 2 Grievance Filed by Local 4338.

Ordinance No. 259 –

Trustee Jacobs stated that this ordinance would repeal previous Ordinance No. 252.

A **Motion** was made by Trustee Justin Lohrens, seconded by Trustee Michael Minogue, to adopt Ordinance No. 259, as presented. President Jacobs called for a roll call vote: upon the roll being called, the following Trustees voted aye: Robert Jacobs, Justin Lohrens, James McGeever, Jr. and Michael Minogue. All in favor. Motion carried.

Step 2 Grievance –

The Trustees agreed to address the Step 2 Grievance in Closed Session.

COMMITTEE REPORTS:

1. Personnel – [Jacobs & McGeever]

Chief Fierce advised the Board of the following:

- Staff is returning from injuries;
- Very proud of the skill and professionalism of all the responders at the Grainery incident; and,
- The “smooth flow of communication” among the various responding departments was incredible.

2. Finance – [Jacobs & Minogue]

Nothing new to report.

3. Mobile Equipment – [Lohrens & Vacant]

DC Kinsella reported the following:

- The reserve ladder truck was towed in for repairs;
- New truck (Rosenbauer) back in service; and,
- Additional maintenance may be needed on the vehicles due to the cold weather.

4. Communications – [Lohrens]

DC Kinsella informed the Board of the following :

- In reference to the portable radio Grant, seventeen (17) radios have been ordered and anticipating delivery in Spring; and,
- During the Grainery incident, the CAD Systems went down –
 - Problems have been identified and in process of correcting.

5. Real Estate – [Jacobs & Minogue]

Chief Fierce reported the following:

- The roofing materials have been ordered and waiting for delivery.

6. Museum & FPD Historical Committee – [Vacant]

No report.

APPROVAL OF PURCHASE ORDERS:

None presented.

CORRESPONDENCE:

None received.

PUBLIC COMMENTS:

None voiced.

TRUSTEE COMMENTS:

The Trustees echoed Chief Fierce’s comment on the responders’ performance at the Grainery incident.

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

1. **Discussion on Candidates to Fill Trustee Vacancy.**

5ILCS 120/2 ()(3). The selection of a person to fill a public office, as defined in the Act, including a vacancy in a public office, when the public body is given power to appoint under law or ordinance, or the discipline, performance or removal of the occupant of a public office, when the public body is given power to remove the occupant under law or ordinance.

2. **Discussion on Step 2 Grievance Filed by Local 4338.**

5ILCS 120/2 ()(1). The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity.

Trustee Jacobs stated that the purpose of Closed Session would be to discuss candidates to fill the Trustee vacancy and to address the Step 2 Grievance filed by Local 4338.

At 5:23 P.M., a **Motion** was made by Trustee Michael Minogue, seconded by Trustee Justin Lohrens, 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 voted aye: Robert Jacobs, Justin Lohrens, James McGeever, Jr. and Michael Minogue. All in favor. Motion carried.

At 6:30 P.M., a **Motion** was made by Trustee Michael Minogue, seconded by Trustee Justin Lohrens, to reconvene the Regular Board Meeting. President Jacobs called for a roll call vote: upon the roll being called, the following Trustees voted aye: Robert Jacobs, Justin Lohrens, James McGeever, Jr. and Michael Minogue. All in favor. Motion carried.

POSSIBLE ACTION ON ITEMS DISCUSSED IN CLOSED SESSION:

As a result of Closed Session, no action was taken.

ADJOURNMENT/RECESS:

At 6:31 P.M., a **Motion** was made by Trustee Michael Minogue, 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