

**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 18th day of January, 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, Michael Kavanagh and Donna Vegter.

Chief Sean Fierce, DC Paul Kinsella, LT Kevin Brow and Anthony Cervini (Sikich) were also in attendance.

Trustees William F. Hoffmeister and Larry Nice, Sr. were absent from said meeting.

PLEDGE OF ALLEGIANCE:

All present stood for the Pledge of Allegiance.

PUBLIC COMMENTS:

None present.

APPROVAL OF THE MINUTES:

1. Regular BOT Meeting, December 14, 2021
2. Semiannual Review of Closed Session Minutes
3. Destruction of Approved/Released Closed Session Recordings Older than 18 Months

A **Motion** was made by Trustee Robert Jacobs, seconded by Trustee Donna Vegter, to approve the Regular Meeting Minutes dated December 14, 2021, as presented. President Jacobs called for a voice vote. All in favor. Motion carried.

A **Motion** was made by Trustee Michael Kavanagh, seconded by Trustee Robert Jacobs, to approve and release the following Closed Session Minutes: July 21, 2020, July 28, 2020, September 15, 2020, October 20, 2020, November 24, 2020, January 19, 2021, March 16, 2021, April 20, 2021, June 15, 2021, July 20, 2021, September 20, 2021 and December 14, 2021, as presented. President Jacobs called for a roll call vote: upon the roll being called, the following Trustees voted aye: Robert Jacobs and Michael Kavanagh. Trustee Donna Vegter abstained due to the fact that she was not a Trustee for the majority of the above listed Minutes. All in favor. Motion carried.

A **Motion** was made by Trustee Michael Kavanagh, seconded by Trustee Robert Jacobs, to continue to hold and not release the following previously approved Closed Session Minutes: May 15, 2012, January 21, 2014, January 27, 2014, January 30, 2014, September 20, 2016, September 28, 2016, September 19, 2017, September 26, 2017, December 17, 2017, February 5, 2018, May 15, 2018, July 17, 2019, August 8, 2019, August 20, 2019 and May 19, 2020, as presented. President Jacobs called for a roll call vote: upon the roll being called, the following Trustees voted aye: Robert Jacobs and Michael Kavanagh. Trustee Donna Vegter abstained due to the fact she was not a Trustee at that time. All in favor. Motion carried.

APPROVAL OF THE MINUTES: [Continued]

A **Motion** was made by Trustee Michael Kavanagh, seconded by Trustee Robert Jacobs, to approve the destruction of Approved/Released Closed Session Recordings older than 18 months, as presented. President Jacobs called for a roll call vote: upon the roll being called, the following Trustees voted aye: Robert Jacobs and Michael Kavanagh. Trustee Donna Vegter abstained due to the fact she was not a Trustee at that time. 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 \$169,394.24, as presented. President Jacobs called for a roll call vote: upon the roll being called, the following Trustees voted aye: Robert Jacobs, Michael Kavanagh and Donna Vegter. All in favor. Motion carried.

FY 2020/2021 AUDIT REVIEW:

1. Presentation by Sikich

Anthony Cervini explained the Audit in detail which included the following:

- Commended the FFPD on receiving the Certificate of Achievement for Excellence in Financial Reporting from the GFOA;
- Transmittal Letter – a unique component that highlights the District’s operations and future;
- Financial Section –
 - Auditor’s Opinion – received a “clean, unmodified opinion” – the highest opinion level granted;
- Management Discussion & Analysis (MDA) – Executive summary (the most valuable section of the Audit);
- Statement of Net Position – a government-wide comparative;
- Statement of Activities – cost of providing overall services;
- Balance Sheet – operational dollars;
- Statement of Revenues, Expenditures & Change in Fund Balances; and,
- Net Pension Liability – presents seven (7) years of stats (pension funding, investments, etc.)
 - Schedule of Investment Returns – the FFPD is considered “very well positioned”.

Following the presentation, Anthony held an open question and answer session.

At 5:30 P.M., Anthony Cervini was dismissed from the meeting.

PERSONNEL:

1. Discussion/Updates on Miscellaneous Personnel Items

Chief Fierce stated that two (2) members are off due to shoulder injuries.

DC Kinsella added the following information:

- Paul Kelch’s last day will be January 12, 2022; and,
- The Probationary period will be ending soon for some members.

FINANCE:

Chief Fierce reported the following information:

- Still working on revising the Budget;
- Applied for an AFG Grant for thermal imaging cameras for the engines; and,
- The CPI was set at 7% for next year.

MOBILE EQUIPMENT:

DC Kinsella provided the following information:

- Parts have finally been received for the Pierce Engine (PUC) and anticipate putting it back in service by the end of the month;
- Eric and I (Paul) will be going to Minnesota on January 27 and 28, for the mid-point inspection of the new ladder truck; and,
- Doing a decent amount of vehicle repair work for the other Districts/Departments. Richton Park has recently approached the FFPD regarding their vehicles – just talking now.

COMMUNICATION:

Chief Fierce advised the Board of the following additions to his written report:

- Currently, working with the Will and Grundy County EMAs to re-license a frequency we now have, to change the output (reclassify), in order to obtain a separate toning channel. It is anticipated to have this separate channel up and running by June 1, 2022;
- The findings of the final draft of the LCC Risk Assessment Study were distributed to the Board, for their review, prior to the “Web X” presentation and the in-person meeting at the Will County Public Safety Building (Laraway & Briggs), next Thursday (January 27), at 4:30 P.M.

REAL ESTATE:

In reference to Station 71’s roof repair, Chief Fierce advised the Board of the following:

- Signed off on the materials list for the repairs;
- Ice melting system will take 10-12 weeks to obtain;
- Spring installation; and,
- Seal Tight Exteriors have “great references”.

MUSEUM & FFD HISTORICAL COMMITTEE:

Nothing new to report.

APPROVAL OF PURCHASE ORDERS:

None submitted.

CORRESPONDENCE:

None received.

TRUSTEE COMMENTS:

Trustee Vegter stated she was happy to see the BC List and the preliminary Firefighters' Employment Eligibility List.

Chief Fierce reminded the Board that the Northern IL. Alliance for Fire Protection Districts Conference is Friday and Saturday (January 21 and 22).

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

None requested.

ADJOURNMENT/RECESS:

At 5:40 P.M., a **Motion** was made by Trustee Donna Vegter, seconded by Trustee Michael Kavanagh, 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