

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, 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 January, 2020.

**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 and Larry Nice, Sr.

Chief Bob Wilson, DC Sean Fierce and AC Paul Kinsella were also in attendance.

Trustee Daniel Rossi was absent from said meeting.

A **Motion** was made by Trustee Larry Nice, Sr., seconded by Trustee Michael Kavanagh, to appoint William F. Hoffmeister Secretary Pro-Tem for this meeting. President Jacobs called for a voice vote. All in favor. Motion carried.

**PLEDGE OF ALLEGIANCE:**

All present stood for the Pledge of Allegiance.

**PUBLIC COMMENTS:**

None.

**APPROVAL OF THE MINUTES:**

1. Regular BOT Meeting, December 10, 2019
2. Semi-annual Review of Closed Session Minutes
3. Destruction of Approved/Released Closed Session Recordings Older than 18 Months

A **Motion** was made by Trustee Larry Nice, Sr., seconded by Trustee William F. Hoffmeister, to approve the Regular Meeting Minutes dated December 10, 2019, as presented. President Jacobs called for a voice vote. All in favor. Motion carried.

A **Motion** was made by Trustee William F. Hoffmeister, seconded by Trustee Michael Kavanagh, to delay the approval of the Semi-annual Review of Closed Session Minutes and the approval of the destruction of Approved/Released Closed Session Recordings, as presented, until Trustee Rossi is present at the meeting. 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 and Larry Nice, Sr. All in favor. Motion carried.

**APPROVAL OF THE BILLS:**

## 1. Board/Expenditure Report

A **Motion** was made by Trustee Larry Nice, Sr., seconded by Trustee William F. Hoffmeister, to authorize payment of the Fire Service and Ambulance Fund bills, totaling \$219,316.72, as presented. President Jacobs called for a roll call vote: upon the roll being called, the following Trustees voted aye: William F. Hoffmeister, Michael Kavanagh, Larry Nice, Sr., and Daniel Rossi. All in favor. Motion carried.

**PERSONNEL:**

## 1. Discussion/Updates on Miscellaneous Personnel Items

Chief Wilson advised the Trustees the first meeting for the CBA (Collective Bargaining Agreement) negotiations is scheduled for January 29, 2020. More sessions will be planned for February and March.

**FINANCE:**

In answer to Trustee Kavanagh's question of funds being transferred for investments, Chief Wilson stated it has not been done yet.

**MOBILE EQUIPMENT:**

## 1. Emergency Purchase of a Staff Vehicle

AC Kinsella advised the Board of the following:

- The Ambulance re-chassis will (hopefully) be in service by the end of March;
- Preparing the new Ladder Truck bid package for the next Board meeting;
- The replacement vehicle request is for Public Ed/Fire Prevention. The current vehicle (2010 Ford Escape) is inoperable and Dennis is driving the 2007 Ford Crown Vic (Chief Grady's old car) to complete his assignments;
- The other Ford Escape (the 2011) has a very bad oil leak and is used by EMS;
- Looking to buy "used" rather than new; and,
- Dennis is happy with the Ford Crown Vic being his designated vehicle.

Chief Wilson reiterated that both Ford Escapes (2010 & 2011) are no longer functional and replacement needs to be considered. He added that since Dennis is happy with the Ford Crown Vic, only one (1) staff vehicle is needed. He also suggested that in the near future a new vehicle should be considered for AC Kinsella.

The Board held an open discussion regarding the possible purchase price and model type for a "used" staff vehicle.

DC Fierce suggested replacing Dennis' inoperable vehicle (2010 Ford Escape) with a newer "used" car, put the Ford Crown Vic back into the fleet and then address AC Kinsella's vehicle purchase.

**COMMUNICATION:**

DC Fierce reported the following:

- Waiting for the WesCom Feasibility Study to come in;
- All but three (3) Agency letters have been sent to the LCC;
- LCC is pretty much "status quo" – nothing new;

**COMMUNICATION:** [Continued]

- I (DC Fierce) have been named Chairman of the Operations Committee on the “Fire side” at the LCC. I attend and participate constructively in all meetings and continue to document errors that occur;
- Committee pushing for one common radio system and platform;
- The Executive Board Meeting is scheduled for January 28, 2020, to approve potential By-Law changes; and,
- The G32 Meeting is scheduled for January 30, 2020.

In answer to Trustee Kavanagh’s question, DC Fierce stated that the LCC is trying to make changes, but there are no new developments.

DC Fierce said the various agencies are waiting for the WesCom cost study to see if it is a viable option to move.

The FFPD Chiefs are attending all meetings and are trying to be productive and improve things.

**RESOLUTION 2020-01:** [A Resolution Authorizing the Disposition of Person Property No Longer Needed for Fire Protection Purposes (18 - EF Johnson Radio Microphones, Model #: 589-3600-05225 1326)

DC Fierce explained the issues with the 18 used radio microphones.

A **Motion** was made by Trustee William F. Hoffmeister, seconded by Trustee Michael Kavanagh, to adopt Resolution 2020-01, 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 and Larry Nice, Sr. All in favor. Motion carried.

**REAL ESTATE:**

DC Fierce advised the Board the MagneGrip Exhaust System is being installed at Station 4 and awaiting paperwork from FEMA regarding funding for the same system to be installed at Stations 1, 2 and 3.

**MUSEUM & FFD HISTORICAL COMMITTEE:**

Nothing new to report.

**APPROVAL OF PURCHASE ORDERS:**

None presented.

**CORRESPONDENCE:**

Chief Wilson advised the Board of the following:

- A “thank you” letter was received from Advocate Children’s Hospital for the toys Dennis delivered to them for Christmas. Toys were also delivered to another children’s facility for Christmas;

**CORRESPONDENCE:** [Continued]

- A couple of people are coming off probation in February and would like to have the “swearing-in” ceremony at the March Board Meeting, as well as the presentation of the Life Saving Awards for three (3) cardiac arrest calls; and,
- The Northern Alliance Conference is this weekend in Oakbrook.

**TRUSTEE COMMENTS:**

Trustee Jacobs mentioned that last Sunday morning, he was contacted by Dispatch that a water pipe had broken at his church. Crew 71 assisted with the clean-up and did an exemplary job. I (Trustee Jacobs) personally “thanked” the crew for all the work they did. They are a credit to the District.

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

Not requested.

**ADJOURNMENT/RECESS:**

At 5:40 P.M., a **Motion** was made by Trustee William F. Hoffmeister, seconded by Trustee Larry Nice, Sr., that this meeting be adjourned. President Jacobs called for a voice vote. All in favor. Motion carried.

Michelle Selvaggio, Recording Secretary

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Secretary, Board of Trustees

Transcription by: Carolyn J. Williams, Administrative Receptionist