

**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 March, 2021.

CALL TO ORDER:

The meeting was called to order at 5:12 P.M., and a roll call was taken.

Upon the roll being called, the following Trustees answered present:
William F. Hoffmeister, Robert Jacobs, Larry Nice, Sr. and Daniel Rossi.

Chief Robert Wilson, DC Sean Fierce, AC Paul Kinsella and Commissioner Donna Vegter were also in attendance.

At 5:14 P.M., Trustee Michael Kavanagh arrived for the meeting.

PLEDGE OF ALLEGIANCE:

All present stood for the Pledge of Allegiance.

PUBLIC COMMENTS:

None present.

APPROVAL OF THE MINUTES:

1. Regular BOT Meeting, February 16, 2021

A **Motion** was made by Trustee William F. Hoffmeister, seconded by Trustee Larry Nice, Sr., to approve the Regular Meeting Minutes dated February 16, 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 \$237,441.61, 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.

PERSONNEL:

1. Discussion/Updates on Miscellaneous Personnel Items

AC Kinsella provided the following information:

- The six (6) new hires have been on shift since February and are working out well;
- One (1) employee has returned back to work following a Workmen's Comp. claim;
- Over-time has been reduced due to staffing; and,
- David Scanlan will be returning from Military Duty mid-April.

FINANCE:

Chief Wilson reported on the following items:

- Ambulance fees –
 - Last increase was in December of 2017;
 - In discussion with Andres to bring the fees comparable to the area departments;
 - A \$200.00 increase could possibly increase the collections by \$60,000.00;
 - Explained the collection rate of ambulance expenses for resident versus non-resident and Medicare and Medicaid.
- Budget –
 - Tentatively meeting with James Howard and Austin Gieser the end of March-first week of April to compile and review the numbers, and to assess the budget.
- “55+” Communities –
 - Two (2) additional “55+” communities are being added to the District.

The Board held an open discussion on the impact these communities will have for more ambulance runs.

MOBILE EQUIPMENT:

AC Kinsella provided the following information:

- New ladder truck –
 - Is in production – the cab and chassis started this month;
 - Being built in two (2) locations – body in South Dakota and the ladders in Minnesota.
- Rig repairs --
 - 2017 Tender (Engine73) will be out of service for about two (2) weeks for corrosion work. The warranty covers 50% of the cost;
 - Squad 71 will be down for two-three weeks for body work – may need to borrow vehicle from other departments, if needed;
- 1999 White Vehicle (“pop truck”) –
 - Ownership of this vehicle being transferred to the FFPD;
 - Our members completely stocked the vehicle with equipment from the CART Team and from Squad 71, all within a two-week period;
 - It is now known as “Squad 76”; and,
 - Will be used for heavy rescues and TRT work.

COMMUNICATION:

DC Fierce advised the Board of the following;

- Addressed the Dispatch short staffing issue at the LCC Operations Meeting today;
- Nine (9) out of twenty-seven (27) applicants passed the pre-employment screening;
- The nine (9) will train in two (2) phases;
- Consolidation of the Dispatch Center is moving forward – all are on the same radio system and going forward with having one fire alarm system; and,
- EMA is programming the radios at the FFPD today with the Star.com system.

REAL ESTATE:

DC Fierce outlined the following stations’ repair issues:

- Station 71 –
 - Ice damming occurred; and,

REAL ESTATE: [Continued]

- Obtaining prices for necessary roof repairs and tuckpointing.
- Station 73 –
 - Roof repairs from the last storm – approximately \$7,000.00.
- Stations 74 and 75 –
 - Small repairs needed.

MUSEUM & FFD HISTORICAL COMMITTEE:

Trustee Nice “thanked” DC Fierce for the work he has been doing regarding the Department’s history.

APPROVAL OF PURCHASE ORDER:

1. Digital Sky, \$19, 272.00 [8 Kenwood P25 Radios & Antenna Kits]

A **Motion** was by Trustee Larry Nice, Sr., seconded by Trustee William F. Hoffmeister, to approve the Digital Sky purchase order, in the amount of \$19,272.00, for 8 Kenwood P25 Radios & Antenna Kits, as presented.

Prior to the vote, DC Fierce explained that these radios (mobiles) are for the trucks. This project of upgrading operations onto the Will County EMA P25 Radio System, started two (2) years ago. The Chiefs’ vehicles and squads are done, leaving only a few remaining ambulances.

DC Fierce stated that since the “Relief Act” was signed last week, needed funds may be released.

Chief Wilson added that FEMA just approved \$50,000.00 for one item. Still waiting for approval on other items.

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.

CORRESPONDENCE:

Chief Wilson provided the following information:

- “Thank you” letters were received from the following –
 - Representative DeLuca – for all the work the FFPD has done regarding Covid-19;
 - Tinley Park Fire Dept. – Station 72’s assistance with a house fire;
 - Oak Forest Fire Dept. – assistance with a house fire; and,
 - Limestone -- assistance with a “technical rescue” of two (2) girls.
- Donations made to the Department –
 - A New Lenox witnessed a crew from the FFPD purchasing a grill and decided to pay for it via a \$1,000.00 donation; and,
 - GFL Environmental (formerly Future Environmental) donated \$5,000.00.

TRUSTEE COMMENTS:

Trustee Jacobs “thanked” Commissioner Vegter for expressing her interest in the upcoming Trustee vacancy.

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

At 5:45 P.M., a **Motion** was made by Trustee Robert Jacobs, seconded by Trustee Daniel Rossi, that the Board Meeting 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: William F. Hoffmeister, Robert Jacobs, Michael Kavanagh, Larry Nice, Sr. and Daniel Rossi. All in favor. Motion carried.

At 6:21 P.M., a **Motion** was made by Trustee Daniel Rossi, seconded by Trustee Larry Nice, Sr., to reconvene the Regular Board Meeting. President Jacobs call a voice vote. All in favor. Motion carried.

POSSIBLE ACTION TAKEN ON ITEMS DISCUSSED IN CLOSED SESSION:

No action taken.

ADJOURNMENT/RECESS:

At 6:23 P.M., a **Motion** was made by Trustee Daniel Rossi, 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

Secretary, Board of Trustees

Transcription by: Carolyn J. Williams, Administrative Receptionist