

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 Three, 24420 S. LaGrange Road, Frankfort, Illinois, in said District at 6:00 P.M., on the 12th day of November, 2018.

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, Larry Nice and Daniel Rossi.

Chief Robert Wilson, DC Sean Fierce, AC Paul Kinsella and Commissioners Raymond Garritano, Michael Minogue, Donna Vegter, were also in attendance.

Trustee William F. Hoffmeister was absent from said meeting.

PLEDGE OF ALLEGIANCE:

All present stood for the Pledge of Allegiance.

PUBLIC COMMENTS:

None.

APPROVAL OF THE MINUTES:

1. Regular BOT Meeting, October 16, 2018

A **Motion** was made by Trustee Larry Nice, seconded by Trustee Daniel Rossi, to approve the Regular Meeting Minutes dated October 16, 2018, 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 Daniel Rossi, seconded by Trustee Michael Kavanagh, to authorize the payment of the Fire Service and Ambulance Fund bills, totaling \$244,371.24, as presented. President Jacobs called for a roll call vote: upon the roll being called, the following Trustees voted aye: Robert Jacobs, Michael Kavanagh, Larry Nice and Daniel Rossi. All in favor. Motion carried.

SWEARING-IN CEREMONY:

1. Firefighter Michael Durling
2. Firefighter James Schultz
3. Firefighter Ryan Smith
4. Engineer Phil Scaletta

Chief Wilson introduced Firefighters Michael Durling, James Schultz, Ryan Smith and Engineer Phil Scaletta.

Commissioner Minogue conducted the Swearing-In Ceremony.

At 6:21 P.M., a short recess followed the Swearing-In Ceremony.

At 6:26 P.M., the meeting resumed in the small classroom.

PERSONNEL:

1. Discussion/Updates on Miscellaneous Personnel Items

Trustee Rossi announced the resignation of one member of the Department and stated the hiring process has begun to acquire two (2) new Firefighters.

AC Kinsella advised the Board letters would be mailed out tomorrow to five (5) prospective candidates.

FINANCE:

1. Discussion/Possible Approval of Payroll Outsourcing Vendor

Michelle gave a brief explanation regarding the differences between the two (2) recommended payroll-outsourcing companies.

Trustee Jacobs noted several reasons to proceed with “Paylocity”, since it is an IT based company.

Trustee Rossi added that cost differences were also a factor.

ORDINANCE #232: [An Ordinance for Levying and Assessing Taxes for the Frankfort Fire Protection District, Will County, Illinois for the Year 2018]

1. Discussion/Possible Approval of Levy

Trustee Jacobs read the proposed Ordinance and stated the levied funds totaled \$11,520,042.42.

A **Motion** was made by Trustee Larry Nice, seconded by Trustee Michael Kavanagh, to adopt Ordinance #232, as presented. President Jacobs called for a roll call vote: upon the roll being called, the following Trustees voted aye: Robert Jacobs, Michael Kavanagh, Larry Nice and Daniel Rossi. All in favor. Motion carried.

MOBILE EQUIPMENT:

AC Kinsella reported on the following:

- Expecting to put the new Horton Ambulance into service around the beginning of the new year;
- The preliminary work has begun on the re-chassis of the 2007 Horton International Ambulance;
- Radios and lights are being installed in/on the new BC F150 vehicle; and,
- Explained the placement of the ambulance fleet.

COMMUNICATION:

DC Fierce advised the Board of the following:

- The “G31” Laraway group has expanded by one. Custer Park has been voted in as a full-fledged member. Operationally, there is no impact on the FFPD;
- The dissolution of Lincoln-Way/creation of the Lincoln-Way Area Fire Dispatch continues with the resetting of passwords, changing ownership of the FCC licenses, etc. Everything will be registered to the Lincoln-Way Area Fire Dispatch group and the FFPD’s mailing address will be the one used. I (DC Fierce) will be the point of contact person;

COMMUNICATION: [Continued]

- Received two (2) regional Grants for radio upgrades. Funding to be used for radios and CAD computers; and,
- Briefly explained usage of the frequency channels.

REAL ESTATE:

DC Fierce stated that he and Chief Wilson have been pleased with the landscape service from R & R Yard Design, Inc. and will negotiate to extend the current contract one (1) more year.

MUSEUM & FFD HISTORICAL COMMITTEE:

Trustee Nice said there was nothing new to report.

APPROVAL OF PURCHASE ORDERS:

1. Communications Direct, \$8,659.68 [New Computers for BC F-150 & 2 Ambulances]
2. Communications Direct, \$5,773.12 [Replace CAD Computers]
3. Paylocity, \$8,504.95 [Bi-Weekly Payroll Processing/Quarterlies/W2's]

A **Motion** was made by Trustee Daniel Rossi, seconded by Trustee Larry Nice, to approve the Communications Direct purchase order for new Computers for the BC F-150, the new Horton Ambulance, and the re-chassis Ambulance, in the amount of \$8,659.68, as presented. President Jacobs called for a roll call vote: upon the roll being called, the following Trustees voted aye: Robert Jacobs, Michael Kavanagh, Larry Nice and Daniel Rossi. All in favor. Motion carried

A **Motion** was made by Trustee Larry Nice, seconded by Trustee Michael Kavanagh, to approve the Communications Direct purchase order to replace two (2) CAD Computers, in the amount of \$5,773.12, as presented. President Jacobs called for a roll call vote: upon the roll being called, the following Trustees voted aye: Robert Jacobs, Michael Kavanagh, Larry Nice and Daniel Rossi. All in favor. Motion carried.

A **Motion** was made by Trustee Larry Nice, seconded by Trustee Daniel Rossi, to approve the Paylocity purchase order for the processing of the Bi-Weekly Payroll/Quarterlies/W2's, in the amount of \$8,504.95, as presented. President Jacobs called for a roll call vote: upon the roll being called, the following Trustees voted aye: Robert Jacobs, Michael Kavanagh, Larry Nice and Daniel Rossi. All in favor. Motion carried.

CORRESPONDENCE:

None.

TRUSTEE COMMENTS:

Commissioner Garritano “thanked” the Board for the opportunity to attend the Training Classes – they were excellent.

Chief Wilson noted the following:

- Reiterated that a member of the Department recently resigned to seek other opportunities and wished him the best; and,
- The Northern IL Alliance Conference is scheduled for January 25, 26 and 27, in Oakbrook.

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

None requested.

ADJOURNMENT/RECESS:

At 6:52 P.M., a **Motion** was made by Trustee Larry Nice, 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, Administrative Receptionist