

**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 9th day of November, 2021.

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 H. Hoffmeister, Robert Jacobs, Michael Kavanagh, Larry Nice, Sr. and Donna Vegter.

Chief Sean Fierce and DC Paul Kinsella were also in attendance.

PLEDGE OF ALLEGIANCE:

All present stood for the Pledge of Allegiance.

PUBLIC COMMENTS:

None present.

APPROVAL OF THE MINUTES:

1. Regular BOT Meeting, October 19, 2021
2. Special BOT Meeting, September 20, 2021

A **Motion** was made by Trustee William F. Hoffmeister, seconded by Trustee Michael Kavanagh, to approve the Regular Meeting Minutes dated October 19, 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 William F. Hoffmeister, to approve the Special Meeting Minutes dated September 20, 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 Michael Kavanagh, to authorize payment of the Fire Service and Ambulance Fund bills, totaling \$571,877.76, 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 Donna Vegter. All in favor. Motion carried.

PERSONNEL:

1. Discussion/Updates on Miscellaneous Personnel Items

Trustee Jacobs provided the following information:

- The Personnel Committee has been meeting with Chief Fierce regarding his contract and will tentatively present it at the next (December) Board meeting; and,
- Also working on DC Kinsella's benefit package.

FINANCE:

Chief Fierce reported the following information:

- Updated the Board on the Health Benefit renewal, which includes a 37.6% increase due to a number of large claims and the risk factor;
- The Insurance Committee is scheduled to meet on November 19th to discuss the renewal and formulate a recommendation(s) to present to the Board for approval;
- The Budget Ordinance will need to be adjusted due to the large increase in the health insurance renewal; and,
- Will discuss Budget adjustments with DC Kinsella.

ORDINANCE #250: [An Ordinance for Levying and Assessing of Taxes for the Frankfort Fire Protection District, Will County, Illinois for the Year 2021]

Chief Fierce briefly explained the Levy.

A **Motion** was made by Trustee Larry Nice, Sr., seconded by Trustee William F. Hoffmeister, to adopt Ordinance #250, 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 Donna Vegter. All in favor. Motion carried.

MOBILE EQUIPMENT:

DC Kinsella stated the fabrication of the new Ladder Truck is still in process. He also mentioned the fleet is being maintained as necessary - parts are difficult to obtain.

COMMUNICATION:

Chief Fierce provided the following information:

- Pushing forward with Laraway CC and the partnering agencies, to improve the paging/toning operation;
- Have not been sworn-in as a member of the ETSB yet; and,
- Have some ideas to present to the LCC committees.

In reference to the general announcement regarding the nationwide internet outage, Trustee Jacobs stated that dispatch was affected for a short time. During the outage, an LCC supervisor and a couple of dispatchers worked out of WesCom, until the situation was rectified.

DC Kinsella advised the Board that Station 71 is currently at the end of a cable line and susceptible to such outages. Our IT company suggested the installation of a fiber-optic “feed-in”, which could avoid future outages. A tentative agreement has been signed for the installation. In the event an outage does occur, a refund would be given for the time lost.

Chief Fierce explained that when the LCC phone system detects an outage, it automatically re-routes the 911 calls to WesCom (our back-up and vice versa). LCC dispatchers are sent to WesCom (in Plainfield) to assist with those calls.

Trustee Jacobs stated that since he and former Chief Bob Wilson were the FFPD voting members for the 911 Center, a replacement is needed. Chief Fierce will replace Bob Wilson as the voting member.

COMMUNICATION: [Continued]

Chief Fierce explained that the LCC has two (2) Boards – the Executive and Operations, and an individual cannot be on both of those Boards at the same time. He (Chief Fierce) will be on the Executive Board and DC Kinsella will be on the Operations Board.

REAL ESTATE:

In reference to the roof bids, Chief Fierce advised the Board of the following:

- Reviewed the six (6) roof bid packets;
- Bids range from \$187,000.00 to \$125,000.00, all with different details and services;
- Currently working on some details of the project;
- The recommended bid will be presented at the December BOT meeting; and,
- Project to start next Spring.

MUSEUM & FFD HISTORICAL COMMITTEE:

Nothing new to report.

APPROVAL OF PURCHASE ORDERS:

1. Ferno-Washington, \$38,619.55 [Cot for Ambulance 74]

DC Kinsella reported that with the IPRF Grant, it would cost the FFPD about \$1,100.00 (the Grant, minus a possible trade-in value of about \$2,000.00 for the old cot).

A **Motion** was made by Trustee Larry Nice, Sr., seconded by Trustee William F. Hoffmeister, to approve the Ferno-Washington purchase order, in the amount of \$38,619.55, for a cot for Ambulance 74, 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 Donna Vegter. All in favor. Motion carried.

CORRESPONDENCE:

None received.

TRUSTEE COMMENTS:

Trustee Vegter “thanked” Chief Fierce, DC Kinsella, Dennis Merz, BC Todd Hamm, and the Gold Shift for allowing her “to gain a better understanding of operation, planning, fire prevention, training and personnel, in order to made better informed decisions on the Board of Trustees”. She was able to observe and/or participate in the following:

- Attended an Officer Meeting;
- Dennis Merz advised her of the Fire Bureau’s responsibilities and accompanied him on a tour of Cedarhurst, the latest senior facility to open;
- Shadowed BC Hamm for 3 shifts; and,
- “Thanked members of the Gold Shift for their willingness to engage with her and for their utmost professionalism she observed, when they were called to a scene”.

ADJOURNMENT/RECESS:

At 5:22 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

Secretary, Board of Trustees

Transcription by: Carolyn J. Williams, Administrative Receptionist