

**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 20th day of October, 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 H. Hoffmeister, Robert Jacobs, Michael Kavanagh, Larry Nice, Sr. and Daniel Rossi.

Chief Robert Wilson, DC Sean Fierce, AC Paul Kinsella and BC Todd Hamm 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, September 15, 2020

A **Motion** was made by Trustee Robert Jacobs, seconded by Trustee Larry Nice, Sr., to approve the Regular Meeting Minutes dated September 15, 2020, 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 Larry Nice, Sr., seconded by Trustee William F. Hoffmeister, to authorize payment of the Fire Service and Ambulance Fund bills, totaling \$200,238.03, 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

Nothing new to report.

**FINANCE:**

1. Discussion/Possible Action on Levy

Chief Wilson stated that he asked James Howard to research truck loan rates for the possible Ladder Truck purchase. He (Chief Wilson) will update the Board when the information becomes available.

**FINANCE:** [Continued]

Trustee Kavanagh requested a monthly cost breakdown of the two (2) mechanics billable hours versus the money collected for vehicle servicing from the outside departments.

**RESOLUTION 2020-05:** [Resolution of the Board of Trustees of the Frankfort Fire Protection District, Will County, Illinois, Determining Amount of Money, Exclusive of Election Costs, Estimated to be Necessary to be Raised by Taxation for the Year 2020]

Trustee Jacobs presented Resolution 2020-05 to the Board for discussion/approval.

A **Motion** was made by Trustee Michael Kavanagh, seconded by Trustee William F. Hoffmeister, to approve Resolution 2020-05, 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.

**MOBILE EQUIPMENT:**

AC Kinsella requested a meeting with the Committee to discuss the possible Ladder Truck purchase. The Committee agreed to meet this Thursday, October 22<sup>nd</sup>, at 9 A.M.

AC Kinsella advised the Board that the Squad is back in service, but the current Ladder Truck is out of service. As of today, the fleet has been moved around to support the usage.

**COMMUNICATION:**

DC Fierce provided the following information:

- The Center continues to address identified weaknesses;
- Based on the consensus of the agencies, the Operations Committee is developing unified operational policies and strategies that will be issued from the Center; and,
- Updates to follow on upcoming meetings.

In answer to Trustee Kavanagh's question, DC Fierce stated the Consultant bids are due on October 30<sup>th</sup> and some calls have been received. Currently, there is one very good candidate.

**REAL ESTATE:**

In reference to Station 71, DC Fierce advised the Board that some money was received from the insurance company to cover the roof repairs from the storm. Unfortunately, not enough for a new roof.

**MUSEUM & FFD HISTORICAL COMMITTEE:**

No report.

**APPROVAL OF PURCHASE ORDERS:**

1. Flashpoint Strategies, LLC, \$18,500.00 [Community Risk Reduction of Cover Agreement]
2. Zoll Medical Corp., \$120,423.76 [4 Monitors]

**APPROVAL OF PURCHASE ORDERS:** [Continued]

Chief Wilson explained that the Community Risk Reduction of Cover Agreement is for the present and the future. Not only is it a process to identify and prioritize local risks, followed by the integrated and strategic investment in resources (emergency response and prevention) to reduce their occurrence and impact, it also aids in staffing, station location, etc. Currently, districts/departments in our area (Peotone, Manhattan, New Lenox, Tinley Park) are in the process of completing the survey. It will provide an “outside” view of how the FFPD works and how it can work more efficiently/effectively, and in conjunction with other departments – such as the Auto Vehicle Locator (AVL) program.

A **Motion** was made by Trustee Robert Jacobs, seconded by Trustee William F. Hoffmeister, to approve the Flashpoint Strategies, LLC, purchase order for the Community Risk Reduction of Cover Agreement, in the amount of \$18,500.00, as presented.

Prior to the roll call vote, Chief Wilson answered Trustee Kavanagh’s questions as follows:

- Assessment of the department should be completed around March or April of 2021;
- He (Chief Wilson) and DC Fierce do not foresee any additional costs; and,
- Hopefully, the ISO rating will improve.

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.

In reference to the Zoll Medical Corp. purchase order, AC Kinsella provided the following information:

- The purchase order is for four (4) monitors, not three (3) as noted on the Agenda;
- The “X” Series monitors are replacing the “M” Series – keeping the old monitors as back-up; and,
- The Federal Government will reimburse up to 75% of “non-budgeted” equipment that is used to treat Covid-19 patients .

In answer to Trustee Kavanagh’s question, AC Kinsella stated that AEDs may be allowed to run on ALS engines in our system once an in-depth study has been completed and approved. He continued to explain the monitor types required on ALS engines.

Trustee Kavanagh said he is okay with purchasing the monitors, only if FEMA reimburses the department, otherwise, no.

AC Kinsella stated that by approving this purchase order, he would be able to move forward, in the event reimbursement is confirmed.

A **Motion** was made by Trustee Daniel Rossi, seconded by Trustee William F. Hoffmeister, to approve the Zoll Medical Corp., purchase order for 4 Monitors, in the amount of \$120,423.76, 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 Daniel Rossi. All in favor. Motion carried.

**CORRESPONDENCE:**

None received.

**TRUSTEE COMMENTS:**

None.

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

At 5:40 P.M., a **Motion** was made by Trustee William F. Hoffmeister, seconded by Trustee Daniel Rossi, that the Board 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 6:53 P.M., a **Motion** was made by Trustee Daniel Rossi, seconded by Trustee Larry Nice, Sr., to reconvene the Regular Board meeting. President Jacobs called for a voice vote. All in favor. Motion carried.

**POSSIBLE ACTION TAKEN ON ITEMS DISCUSSED IN CLOSED SESSION:**

A **Motion** was made by Trustee Larry Nice, Sr., seconded by Trustee William F. Hoffmeister, to authorize Chief Wilson to begin the hiring process, for no more than six (6) additional personnel. 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.

**ADJOURNMENT/RECESS:**

At 6:57 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

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Secretary, Board of Trustees

Transcription by: Carolyn J. Williams, Administrative Receptionist