

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 West Nebraska Street, Frankfort, Illinois, in said District at 5:00 P.M., on the 17th day of April 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:
William F. Hoffmeister, Larry Nice and Daniel Rossi.

Trustees Robert Jacobs and Michael Kavanagh were absent from said meeting.

A **Motion** was made by Trustee Larry Nice, seconded by Trustee Daniel Rossi, to appoint William F. Hoffmeister President Pro-Tem for this meeting. A voice vote was called. All in favor. Motion carried.

Chief Robert Wilson, DC Sean Fierce, AC Paul Kinsella and Nuria Mathog (Frankfort Station) were also in attendance.

PLEDGE OF ALLEGIANCE:

All present stood for the Pledge of Allegiance.

PUBLIC COMMENTS:

None.

APPROVAL OF THE MINUTES:

1. Regular BOT Meeting, March 13, 2018

A **Motion** was made by Trustee Daniel Rossi, seconded by Trustee Larry Nice, to approve the Regular Meeting Minutes dated March 13, 2018, as presented. President Pro-Tem Hoffmeister 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, seconded by Trustee Daniel Rossi, to authorize the payment of the Fire Service and Ambulance Fund bills, totaling \$145,618.29, as presented. President Pro-Tem Hoffmeister called for a roll call vote: upon the roll being called, the following Trustees voted aye: William F. Hoffmeister, Larry Nice and Daniel Rossi. All in favor. Motion carried.

COMMISSIONER RE-APPOINTMENT:

1. Discussion/Possible Action on Re-Appointment of Michael Minogue

COMMISSIONER RE-APPOINTMENT: [Continued]

A **Motion** was made by Trustee Daniel Rossi, seconded by Trustee Larry Nice, to re-appoint Michael Minogue to the position of Commissioner, as presented. President Pro-Tem Hoffmeister called for a roll call vote: upon the roll being called, the following Trustees voted aye: William F. Hoffmeister, Larry Nice and Daniel Rossi. All in favor. Motion carried.

Chief Wilson advised the Board that Kelly Hayden submitted her resignation as Commissioner, effective June 30, 2018. An ad/notice will be placed in the newspaper regarding this vacancy.

PENSION TRUSTEE RE-APPOINTMENT:

1. Discussion/Possible Action on Re-appointment of Chief Robert Wilson

A **Motion** was made by Trustee Larry Nice, seconded by Trustee Daniel Rossi, to re-appoint Chief Robert Wilson to the position of Pension Board Trustee, as presented. President Pro-Tem Hoffmeister called for a roll call vote: upon the roll being called, the following Trustees voted aye: William F. Hoffmeister, Larry Nice and Daniel Rossi. All in favor. Motion carried.

PROPERTY & CASUALTY INSURANCE:

1. Discussion/Possible Action on Renewal of Property & Casualty Ins. Policy

Chief Wilson advised the Board the Property & Casualty Insurance, which covers the buildings and vehicles, had been reviewed and corrections/additions made. There was an increase of \$3,415.00 in the renewal fee.

A **Motion** was made by Trustee Daniel Rossi, seconded by Trustee Larry Nice, to approve the renewal of the Property & Casualty Ins. Policy, as presented. President Pro-Tem Hoffmeister called for a roll call vote: upon the roll being called, the following Trustees voted aye: William F. Hoffmeister, Larry Nice and Daniel Rossi. All in favor. Motion carried.

PERSONNEL:

1. Discussion/Updates on Miscellaneous Personnel Items

Trustee Rossi had nothing new to report.

Chief Wilson mentioned that a firefighter on Workmen's Comp. would be returning to duty within three (3) weeks.

FINANCE:

1. Discussion/Possible Action on Pre-Approved Vendor List

Chief Wilson explained that the Pre-Approved Vendor List allows payments to be made to certain vendors in between the scheduled Board meetings. This list is reviewed each year and presented to the Board for approval.

A **Motion** was made by Trustee Larry Nice, seconded by Trustee Daniel Rossi, to approve the Pre-Approved Vendor List, as presented. President Pro-Tem Hoffmeister called for a roll call vote: upon the roll being called, the following Trustee voted aye: William F. Hoffmeister, Larry Nice and Daniel Rossi. All in favor. Motion carried.

MOBILE EQUIPMENT:

1. Discussion/Possible Action on Vehicle Support Stands

AC Kinsella advised the Board that once he completes his research with the FDIC, a purchase order for a new ambulance may be presented at the next Board meeting. He also plans to begin discussions on the possible purchase of a new BC car.

AC Kinsella explained the need for the Heavy Duty Vehicle Support Stands (jack stands).

COMMUNICATION:

No report.

REAL ESTATE:

1. Discussion/Possible Action on HVAC Replacement for Station One

DC Fierce noted that he would be meeting with a paving company tomorrow to evaluate the parking lots at the stations and discuss the possible upgrade costs.

Chief Wilson gave a brief summary of the parking lot repairs/replacements previously made at the stations.

MUSEUM & FFD HISTORICAL COMMITTEE:

No report.

APPROVAL OF PURCHASE ORDERS:

1. Climate Control, \$31,895.00 [4 New HVAC Split System Replacements]
2. Climate Control, \$5,828.00, [Ductless HVAC Split System for IT Room]
3. Dive Right in Scuba, \$5,018.00 [Swift Water Rescue Boat]
4. Equipment Management Co., \$39,200.00 [18 Full Sets of Bunker Gear]
5. Steril-Koni, \$10,900.00 [Set of 4 Heavy Duty Vehicle Support Stands]

DC Fierce explained there was a miscommunication on the number of HVAC Split System Replacements for the Administration area of Station 1. Thus, a revised purchase order was submitted for two (2) new Systems, in the amount of \$16,480.00, for approval.

In answer to Trustee Nice's question, DC Fierce stated the current systems are between 17-19 years old.

DC Fierce noted that the two (2) Climate Control purchase orders satisfy the "Prevailing Wage" Resolution.

APPROVAL OF PURCHASE ORDERS: [Continued]

A **Motion** was made by Trustee Larry Nice, seconded by Trustee Daniel Rossi, to approve the Climate Control purchase order, in the amount of \$16,480.00, for two (2) new HVAC Split System Replacements, as presented. President Pro-Tem Hoffmeister called for a roll call vote: upon the roll being called, the following Trustees voted aye: William F. Hoffmeister, Larry Nice and Daniel Rossi. All in favor. Motion carried.

DC Fierce explained the need for the Ductless HVAC Split System and noted the current system is between 9-10 years old and not working properly.

A **Motion** was made by Trustee Daniel Rossi, seconded by Trustee Larry Nice, to approve the Climate Control purchase order, in the amount of \$5,828.00, for a Ductless HVAC Split System for the IT Room, as presented. President Pro-Tem Hoffmeister called for a roll call vote: upon the roll being called, the following Trustees voted aye: William F. Hoffmeister, Larry Nice and Daniel Rossi. All in favor. Motion carried.

The following comments were made regarding the Swift Water Rescue Boat:

AC Kinsella – It is also called a “banana boat”. It is inflatable and good for all types of water;

Chief Wilson – It is good for ice rescues, too;

DC Fierce – A boat launch area is not required and it is also good for ponds.

A **Motion** was made by Trustee Larry Nice, seconded by Trustee Daniel Rossi, to approve the Dive Right in Scuba purchase order, in the amount of \$5,018.00, for a Swift Water Rescue Boat, as presented. President Pro-Tem Hoffmeister called for a roll call vote: upon the roll being called, the following Trustees voted aye: William F. Hoffmeister, Larry Nice and Daniel Rossi. All in favor. Motion carried.

AC Kinsella explained that BC Curtin started the Bunker Gear Replacement project prior to being placed on therapy again. The original quote of \$39,240.00 was for eighteen (18) sets of gear. It was later determined only nine (9) sets are required for this year, at a total price of \$19,620.00. Thus, a new purchase order was submitted.

A **Motion** was made by Trustee Larry Nice, seconded by Trustee Daniel Rossi, to approve the Equipment Management Co. purchase order, in the amount of \$19,620.00, for nine (9) sets of Bunker Gear, as presented. President Pro-Tem Hoffmeister called for a roll call vote: upon the roll being called, the following Trustees voted aye: William F. Hoffmeister, Larry Nice and Daniel Rossi. All in favor. Motion carried.

A **Motion** was made by Trustee Daniel Rossi, seconded by Trustee Larry Nice, to approve the Stertil-Koni purchase order, in the amount of \$10,900.00, for a set of 4 Heavy Duty Vehicle Support Stands, as presented. President Pro-Tem Hoffmeister called for a roll call vote: upon the roll being called, the following Trustees vote aye: William F. Hoffmeister, Larry Nice and Daniel Rossi. All in favor. Motion carried.

CORRESPONDENCE:

Chief Wilson made the following comments:

1. The FFPD will be present at the upcoming “Lincolnway Foundation ½ Marathon”;

CORRESPONDENCE: [Continued]

2. George Schwass, a former member of the FFPD (2006-2013), recently passed away; and,
3. The Kiwanas Pancake Breakfast is scheduled for Saturday, April 28, 2018, at LW East.

AC Kinsella reported that the Department burned a house down at Windy Hill on Route 30. The training exercise took place over three (3) full days, with 6-8 burns per day. The Will County Command Vehicle was there, along with six (6) dispatchers, who practiced “toning out” with us. There were a lot of spectators and no complaints from area residents.

Chief Wilson noted that several other Districts were present. All went well.

TRUSTEE COMMENTS:

Chief Wilson confirmed for Trustee Nice that having four (4) BCs on the roster is working out well.

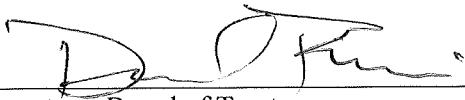
POSSIBLE CLOSED SESSION PER STATUTE 5ILCS120/2C FOR THE PURPOSE OF DISCUSSING LITIGATION, COLLECTIVE BARGAINING, REAL ESTATE AND PERSONNEL:

None requested.

ADJOURNMENT/RECESS:

At 5:30 P.M., a **Motion** was made by Trustee Larry Nice, seconded by Trustee Daniel Rossi, that this meeting be adjourned. President Pro-Tem Hoffmeister 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