

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 20th day of February 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, Michael Kavanagh, Larry Nice and Daniel Rossi.

Trustee Robert Jacobs was 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 Bob Wilson, DC Sean Fierce, AC Paul Kinsella, BC Todd Hamm, Union President Nick Sunzere, Lt. Kevin Linhart, FF/Paramedic Jordan Kreml 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, January 16, 2018
2. Special BOT Meeting, February 5, 2018

A **Motion** was made by Trustee Larry Nice, seconded by Trustee Michael Kavanagh, to approve the Regular Meeting Minutes dated January 16, 2018 and the Special Meeting Minutes dated February 5, 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 Michael Kavanagh, seconded by Trustee Larry Nice, to authorize the payment of the Fire Service and Ambulance Fund bills, totaling \$201,533.45, 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, Michael Kavanagh, Larry Nice and Daniel Rossi. All in favor. Motion carried.

**CHIEF OFFICER REPORT:**

Chief Wilson's written report was submitted to the Board.

**PERSONNEL:**

1. Discussion/Updates on Miscellaneous Personnel Items

Trustee Rossi stated there was no report at this time.

**ORDINANCE #227:** An Ordinance of the Frankfort Fire Protection District to Approve Intergovernmental Agreement

Chief Wilson explained the need to have Ordinance #227, the Laraway Communications Center IGA, update the original Lincolnway IGA from 2008.

A **Motion** was made by Trustee Michael Kavanagh, seconded by Trustee Larry Nice, to approve Ordinance #227, 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, Michael Kavanagh, Larry Nice and Daniel Rossi. All in favor. Motion carried.

**FINANCE:**

No report.

**MOBILE EQUIPMENT:**

1. Discussion/Possible Action on the Re-Chassis of a 2008 International Ambulance

AC Kinsella updated the Board on the re-chassis proposals from Alexis and two other vendors. The Alexis proposal was \$184,815.00.

The Board discussed the "specs" in the Alexis proposal.

AC Kinsella explained the costs of a new ambulance.

In answer to Trustee Rossi's question, AC Kinsella said the Ambulance Committee's focus is more towards the development of "specs" for a new ambulance.

In reference to cots, AC Kinsella is not considering new cots for this re-chassis, but possibly new cots from another vendor in the future.

**COMMUNICATION:**

DC Fierce reported the following:

- The Dispatch Center went live about December 20, 2017;
- Still working out the typical "bugs";
- Due to a turnover in personnel, the Center will be hiring seven (7) dispatchers;
- In the next few weeks, U.S. Digital Dispatch will be shipping the programming materials and information/logins needed to customize the pronunciation of street names;

**COMMUNICATION:** [Continued]

- Discussion on the quality of the radio signal – a lot of “interface” now. Possible issues with the dispatch consoles in the Center. Will be working with Simulcast on these issues; and,
- Custer Park Fire District to start up again and looking to join the Laraway Comm. Center. A discussion was held regarding this matter.

**REAL ESTATE:**

DC Fierce would like to meet with the Real Estate Committee to discuss the year-end funds set aside for station repairs/improvements. Also looking for Funding Grants to replace old equipment with energy efficient equipment, such as air-conditioning units, furnaces, replacement lighting, etc.

As a side note, the lawn maintenance service will begin next month.

**MUSEUM & FFD HISTORICAL COMMITTEE:**

Trustee Nice said the Museum would be opening back up again within the next month.

**APPROVAL OF PURCHASE ORDERS:**

1. Alexis, \$184,815.00 [Re-Chassis of a 2008 International Ambulance]
2. Equipment Management Co., \$8,160.00 [4 Sets of Gear]

A **Motion** was made by Trustee Daniel Rossi, seconded by Trustee Larry Nice, to approve the Alexis purchase order, in the amount of \$184,816.00, 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, 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 Equipment Management Co. purchase order, in the amount of \$8,160.00, 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, Michael Kavanagh, Larry Nice and Daniel Rossi. All in favor. Motion carried.

**CORRESPONDENCE:**

Chief Wilson advised the Board that he (Chief Wilson) and five other department members have been attending training sessions on “Mobile Integrated Health” at Silver Cross Hospital. The “Mobile Integrated Health” Program is designed to have the FFPD visit and address/assist any possible needs the newly released patients from Silver Cross may require. There is a cost recovery through Silver Cross. If the FFPD elects not to participate in this program, another agency will provide this service to our community – thus, a loss of revenue for the FFPD.

**TRUSTEE COMMENTS:**

None voiced.

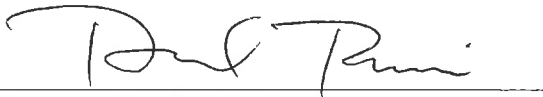
**POSSIBLE CLOSED SESSION PER STATUTE 5ILCS120/2C FOR THE PURPOSE OF DISCUSSING LITIGATION, COLLECTIVE BARGAINING, REAL ESTATE AND PERSONNEL:**

None requested.

**ADJOURNMENT/RECESS:**

At 5:33 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

A handwritten signature in black ink, appearing to read "Michelle Selvaggio", written over a horizontal line.

Secretary, Board of Trustees

Transcription by: Carolyn J. Williams, Administrative Receptionist