

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 16th day of January 2018.

CALL TO ORDER:

The President called the meeting to order and asked for a roll call.

Upon the roll being called, the following Trustees answered present:
William F. Hoffmeister, Robert Jacobs, Michael Kavanagh, Larry Nice and Daniel Rossi.

Chief Bob Wilson, DC Sean Fierce, AC Paul Kinsella, BC Tim Campbell 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, December 12, 2017
2. Special BOT Meeting, January 2, 2018
3. Semiannual Review of Closed Session Minutes
4. Destruction of Approved/Released Closed Session Recordings Older than 18 Months

A **Motion** was made by Trustee Robert Jacobs, seconded by Trustee Daniel Rossi, to approve the Regular Meeting Minutes dated December 12, 2017, as presented. President Jacobs called for a voice vote. All in favor. Motion carried.

A **Motion** was made by Trustee Larry Nice, seconded by Trustee Daniel Rossi, to approve the Special Meeting Minutes dated January 2, 2018, as presented. President Jacobs called for a voice vote. All in favor. Motion carried.

A **Motion** was made by Trustee Daniel Rossi, seconded by Trustee William F. Hoffmeister, to approve and release the Closed Session Meeting Minutes dated November 29, 2017, 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 and Daniel Rossi. All in favor. Motion carried.

A **Motion** was made by Trustee Larry Nice, seconded by Trustee William F. Hoffmeister, to release the previously approved Closed Session Meeting Minutes dated: October 15, 2013, October 23, 2013, March 24, 2016 and April 26, 2016, 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 and Daniel Rossi. All in favor. Motion carried.

APPROVAL OF THE MINUTES: [Continued]

A **Motion** was made by Trustee William F. Hoffmeister, seconded by Trustee Daniel Rossi, to approve, but not release the Closed Session Meeting Minutes dated: August 15, 2017, September 19, 2017, September 26, 2017 and December 12, 2017, 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 and Daniel Rossi. All in favor. Motion carried.

A **Motion** was made by Trustee Larry Nice, seconded by Trustee William F. Hoffmeister, to approve the destruction of the Approved and Released Closed Session Meeting tapes over eighteen (18) months old, 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 and Daniel Rossi. All in favor. Motion carried.

APPROVAL OF THE BILLS:

1. Board/Expenditure Report

A **Motion** was made by Trustee Daniel Rossi, seconded by Trustee William F. Hoffmeister, to authorize the payment of the Fire Service and Ambulance Fund bills, totaling \$107,232.13, 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 and Daniel Rossi. All in favor. Motion carried.

PERSONNEL:

1. Discussion/Updates on Miscellaneous Personnel Items
2. Discussion on Sexual Harassment Policy Amendment

Chief Wilson reported that Bonnie Merritt will be retiring on June 22, 2018 after 20 years and 2 months of credible service.

RESOLUTION NO. 2018-01: [A Resolution Amending the Sexual Harassment Policy of the Frankfort Fire Protection District, Will County, Illinois]

DC Fierce noted the policy was reviewed by our Attorney and is compliant with the legal requirements.

Trustee Hoffmeister asked if the topic of "Sexual Harassment" is included in Trustee Training and Trustee Kavanagh asked DC Fierce to check if the Trustees need to complete training on that subject.

Trustee Jacobs commented that it would be a good idea to have the Trustees also attend training on "Sexual Harassment", even if it is not required of them.

A **Motion** was made by Trustee William F. Hoffmeister, seconded by Trustee Larry Nice, to adopt Resolution 2018-01, 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 and Daniel Rossi. All in favor. Motion carried.

FINANCE:

1. Discussion/Possible Action on General Fund Surplus

On behalf of the Administration and Finance Committee, Trustee Kavanagh presented the following recommendations regarding the use of the General Fund surplus:

- Pension Fund -- \$150,000
- Vehicle Replacement Fund -- \$30,000
- Station 3 Concrete -- \$20,000
- Turnout Gear -- \$40,000

A **Motion** was made by Trustee Daniel Rossi, seconded by Trustee William F. Hoffmeister, to approve the use of the General Fund surplus, as recommended by the Administration and Finance Committee, 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 and Daniel Rossi. All in favor. Motion carried.

MOBILE EQUIPMENT:

AC Kinsella provided the following information:

- Due to the recent holidays, he is still obtaining quotes to re-chassis or purchase ambulance(s); and,
- Truck 72 is out for repairs and the issues are covered under the warranty.

COMMUNICATION:

DC Fierce reported the following:

- The Dispatchers from the four (4) Centers are now in the same room and working on “cross dispatching” for all areas covered;
- Still working out technical “bugs”;
- Will County 911 has moved into the Laraway Center;
- Discussed getting U.S. Digital Dispatch, which utilizes a “robot” voice, for dispatching; and,
- The next step is that each jurisdiction, i.e. FFPD, etc., will have access to the system regarding the pronunciation of street names.

Chief Wilson advised the Board a new IGA between Laraway Dispatch and the “Lincolnway 5” has been developed regarding the shared fire alarm fees that were outlined in the previous IGA between Lincolnway Dispatch and the “Lincolnway 5”. A portion of these fees will offset the monthly bills. The new IGA will be presented at next month’s meeting.

DC Fierce stated the old Caltrons are scheduled to be removed tomorrow and Tyco is working on the “real time” alarms.

In answer to Trustee Jacobs’ question regarding a “back-up” for the Laraway Center, DC Fierce stated all three (3) Dispatch Centers (West Com, Joliet and Laraway) are “linked”. Thus, if a Center goes down, dispatching will continue for that particular Center.

REAL ESTATE:

DC Fierce advised that “PM’s” on all the HVAC systems in the stations have been completed, with only minor repairs needed.

MUSEUM & FFD HISTORICAL COMMITTEE:

Trustee Nice said the "Model T" is back and there is nothing new to report.

Chief Wilson mentioned that George Sangmeister's daughter found some fire department artifacts while cleaning-out his house and will be donating them to the FFPD.

DC Fierce apprised the Board the Eagle Scouts will continue the planned landscaping around the front of Station 1 as their next project.

APPROVAL OF PURCHASE ORDERS:

None.

CORRESPONDENCE:

Chief Wilson made the following comments:

- Advised the Board that George Richart, a past member of the East Joliet Department and Trustee, passed away. A Memorial "walk-through" is scheduled; and,
- Extended congratulations to Frankfort Police Officers Mike Jaicomo and Leanne Bender on their promotions to the rank of Sergeant.

TRUSTEE COMMENTS:

On behalf of their wives, Trustees Nice and Rossi both extended a huge "thank you" to all for their concerns, prayers and well wishes during the ladies recent illnesses.

Chief Wilson noted Life Line Screening (sponsored by Ingalls Health System) will be conducting their health seminar at Station 3 on February 22, 2018 and pre-registration is required for this event.

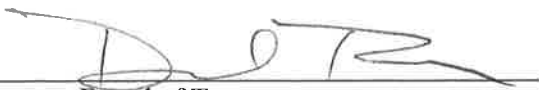
POSSIBLE CLOSED SESSION PER STATUTE 5ILCS120/2C FOR THE PURPOSE OF DISCUSSING LITIGATION, COLLECTIVE BARGAINING, REAL ESTATE AND PERSONNEL:

None requested.

ADJOURNMENT/RECESS:

At 5:35 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