

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 5th DAY OF JANUARY 2010

CALL TO ORDER

THE MEETING WAS CALLED TO ORDER AND THE SECRETARY CALLED FOR THE ROLL CALL.

UPON THE ROLL BEING CALLED, THE FOLLOWING TRUSTEES ANSWERED PRESENT: WILLIAM F. HOFFMEISTER, ROBERT TUTKO, LARRY NICE, MICHAEL KAVANAGH AND DONALD LORENZ.

THE FOLLOWING TRUSTEES WERE ABSENT FROM SAID MEETING: NONE

ALSO PRESENT: CHIEF GRADY, ASST. CHIEF RAUCH, ASST. CHIEF WILSON AND FIREFIGHTER KEVIN BROW

PLEDGE OF ALLEGIANCE

ALL PRESENT STOOD FOR THE PLEDGE OF ALLEGIANCE.

PUBLIC COMMENTS

CHIEF GRADY INTRODUCED KRISTI FARNUM AS FRANKFORT FIRE PROTECTION DISTRICT'S NEW ADMINISTRATIVE SECRETARY AND WELCOMED HER.

APPROVAL OF THE MINUTES

A **MOTION** WAS MADE BY TRUSTEE DONALD LORENZ, SECONDED BY TRUSTEE MICHAEL KAVANAGH TO APPROVE THE MINUTES OF THE DECEMBER 15th REGULAR BOARD MEETING. PRESIDENT HOFFMEISTER CALLED FOR A VOTE: ALL IN FAVOR. MOTION CARRIED.

APPROVAL OF THE BILLS

A **MOTION** WAS MADE BY TRUSTEE LARRY NICE, SECONDED BY TRUSTEE ROBERT TUTKO TO AUTHORIZE THE PAYMENT OF THE FIRE SERVICE AND AMBULANCE FUND BILLS AS PRESENTED. PRESIDENT HOFFMEISTER CALLED FOR A VOTE: ALL IN FAVOR. MOTION CARRIED.

CHIEF GRADY'S REPORT

1. Duty Officer Program Presentation & Discussion
2. 2010 Frankfort Fire Department Planning Session – Date to be Announced

CHIEF GRADY INTRODUCED STEVE SMITH AS THE DUTY OFFICER PROGRAM MENTOR AND INVITED HIM TO GIVE A SUMMARY OF THE PROGRESS.

STEVE SMITH THANKED THE FRANKFORT FIRE PROTECTION DISTRICT FOR THE OPPORTUNITY AND BEGAN BY GIVING A DETAILED EXPLANATION OF THE TRAINING PROCESS. HE EXPLAINED THAT THE PROGRAM WAS DESIGNED FOR FRANKFORT WITH INPUT FROM THE DUTY OFFICERS INCLUDING BUT NOT LIMITED TO COMMUNICATION, ORGANIZATION, DUTIES, TRAINING GOALS AND DECISION MAKING. HE PRESENTED A DAILY AGENDA FOR THE DUTY OFFICER FROM DEVELOPING A PLAN FOR THE DAY THROUGH EMPLOYEE SITUATIONS. TACTICAL AND OPERATIONAL SITUATIONS WERE ALSO ADDRESSED.

THE BOARD HELD AN OPEN DISCUSSION. ASST. CHIEF WILSON STATED THAT THE PROGRAM HAS BEEN VERY WELL ACCEPTED BY ALL FRANKFORT FIRE PROTECTION DISTRICT PERSONNEL NOTING AN IMPROVEMENT IN COMMUNICATION. CHIEF GRADY CONCURRED.

FIREFIGHTER KEVIN BROW STATED THAT STEVE SMITH'S PRESENCE AND KNOWLEDGE IS GREATLY APPRECIATED AND HAS BEEN A HUGE BENEFIT TO THE SUCCESS OF THE PROGRAM.

CHIEF GRADY REQUESTED THE CONTINUATION OF THE PROGRAM TO THE LEVEL OF DEVELOPMENT OF THE BATTALION CHIEF POSITION.

A MOTION WAS MADE BY TRUSTEE LARRY NICE, SECONDED BY TRUSTEE MICHAEL KAVANAGH TO CONTINUE WITH THE PROGRAM THROUGH THE COLLABORATION OF THE UNION AND THE PERSONNEL COMMITTEE TO DEVELOP THE RANK OF BATTALION CHIEF. PRESIDENT HOFFMEISTER CALLED FOR A VOTE: ALL IN FAVOR. MOTION CARRIED.

STEVE SMITH WAS EXCUSED AT 5:50 P.M.

CHIEF GRADY ADDRESSED THE SCHEDULING OF THE PLANNING SESSION MEETING. THE BOARD HELD AN OPEN DISCUSSION OF POSSIBLE DATES AND AGREED UPON THE 21ST OF JANUARY, 2010 AT 9:00 A.M.

CHIEF OFFICER'S REPORT

ASST. CHIEF RAUCH AND ASST. CHIEF WILSON'S REPORTS WERE SUBMITTED TO THE BOARD.

80th AVENUE & STEGER ROAD STATION 4 PROJECT:

1. Possible Sale of 2 Lots

TRUSTEE LORENZ ADVISED THE BOARD OF THE FINDINGS OF THE RECENTLY ACQUIRED APPRAISAL FOR THE ADJACENT LOTS. THE BOARD HELD AN OPEN DISCUSSION AND DECIDED TO HOLD AS IS.

STUENKEL ROAD & CENTER ROAD STATION 6 PROJECT:

1. Possible Sale of 1 Lot

THE BOARD HELD AN OPEN DISCUSSION AND DECIDED TO HOLD AS IS.

MANHATTAN MONEE ROAD STATION 7 PROJECT:

TRUSTEE LORENZ ADVISED THE BOARD THAT THE ATTORNEYS ARE REVIEWING.

TOWNSHIP PLANNING COMMISSION REPORT:

NO REPORT/NOTHING ON AGENDA

COMMITTEE REPORTS:

FINANCE

CHIEF GRADY ADVISED THE BOARD OF HIS INTENT TO ATTEND AN UPCOMING COURT HEARING REGARDING ALL TAXING DISTRICTS IN THE FRANKFORT AREA.

TRUSTEE DONALD LORENZ PRESENTED FOR DISCUSSION CONCERNS REGARDING ASSESSMENT OBJECTIONS.

COMMUNICATION:

ASST. CHIEF RAUCH APPRISED THE BOARD THAT HE IS WORKING WITH THE LINCOLNWAY PUBLIC SAFETY CENTER REGARDING POLICY ISSUES.

MOBILE EQUIPMENT:

ASST. CHIEF WILSON ADVISED THE BOARD THAT LIEUTENANT JEFF WANDER WILL BE GOING TO OHIO TO INSPECT THE NEW AMBULANCE.

ASST CHIEF WILSON ADDRESSED TRUSTEE DONALD LORENZ'S CONCERNS REGARDING MAINTENANCE PERSONNEL MIKE DONNELLAN'S ABSENCE BY STATING REPAIRS ARE BEING HANDLED BY LIEUTENANT KEVIN LINHART AND OUTSIDE SERVICES.

PERSONNEL:

1. Miscellaneous Items Related to Personnel
2. Officer of the Day Program

CHIEF GRADY PRESENTED FOR CONSIDERATION THE POSITION OF BUILDING MAINTENANCE.

REAL ESTATE:

1. Station #1 Concrete Project
2. Station #3 Maintenance Area

TRUSTEE DONALD LORENZ STATED PROJECTS WILL BEGIN NEXT SPRING.

ASST. CHIEF WILSON ADVISED THE BOARD THAT ESTIMATES ARE BEING OBTAINED FOR THE PAINTING OF INTERIOR STATION WALLS. ALSO MENTIONED WERE THE REPAIRS TO THE INTERIOR EAST WALL CRACKS AT STATION #3.

MUSEUM & FFD HISTORICAL COMMITTEE:

TRUSTEE NICE STATED THAT MEETINGS WERE RESCHEDULED TO FEBRUARY, 2010.

DISTRICT CONSOLIDATION:

NO REPORT

CORRESPONDENCE:

NO REPORT

TRUSTEE COMMENTS:

TRUSTEE ROBERT TUTKO THANKED FIREFIGHTERS RANDY MAURISAK AND JOHN CONNELLY FOR THEIR ASSISTANCE IN HIS DECEMBER 23, 2009 AMBULANCE TRANSPORT STATING JOB WELL DONE.

TRUSTEE LARRY NICE WELCOMED KRISTINA FARNUM TO THE FRANKFORT FIRE PROTECTION DISTRICT FAMILY.

TRUSTEE WILLIAM F. HOFFMEISTER MENTIONED A SEMINAR OF THE ILLINOIS GENERAL ASSEMBLY DYNAMICS AND LEGISLATIVE PROCESS 101 SYMPOSIUM WHICH QUALIFIES AS EDUCATIONAL TRAINING FOR THE PENSION BOARD TRUSTEES AT THE EMPRESS BANK IN ADDISON ON JANUARY 20, 2010.

POSSIBLE CLOSED SESSION FOR THE PURPOSE OF LITIGATION, REAL ESTATE AND PERSONNEL:

NO REPORT

ADJOURNMENT

AT 6:25 PM, A **MOTION** WAS MADE BY TRUSTEE LARRY NICE, SECONDED BY TRUSTEE MICHAEL KAVANAGH THAT THIS MEETING BE ADJOURNED.

THE PRESIDENT DIRECTED THE SECRETARY TO CALL THE ROLL FOR THE VOTE UPON SAID MOTION.

UPON THE ROLL BEING CALLED THE FOLLOWING TRUSTEES VOTED:

AYE: WILLIAM F. HOFFMEISTER, ROBERT TUTKO, LARRY NICE, DONALD LORENZ AND MICHAEL KAVANAGH

NAY: NONE

MICHELLE SELVAGGIO, RECORDING SECRETARY

SECRETARY, BOARD OF TRUSTEES