

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 W. Nebraska Street, Frankfort, Illinois, in said District at 5:00 P.M., on the 15th day of January 2019.

**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, Robert Jacobs, Michael Kavanagh, Larry Nice and Daniel Rossi.

DC Sean Fierce and Engineer Kevin Brow were also in attendance.

Chief Bob Wilson and AC Paul Kinsella were absent from said meeting.

**PLEDGE OF ALLEGIANCE:**

All present stood for the Pledge of Allegiance.

**PUBLIC COMMENTS:**

None.

**APPROVAL OF THE MINUTES:**

1. Regular BOT Meeting, December 11, 2018
2. Semiannual Review of Closed Session Minutes
3. 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 11, 2018, as presented. President Jacobs called for a voice vote. All in favor. Motion carried.

A **Motion** was made by Trustee Robert Jacobs, seconded by Trustee Larry Nice, to continue to hold the previously approved Closed Session Minutes, 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 Robert Jacobs, seconded by Trustee Larry Nice, to release the following previously approved Closed Session Minutes dated October 21, 2014, January 20, 2015, January 29, 2015, December 16, 2015 and January 2, 2018, 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 Robert Jacobs, seconded by Trustee Daniel Rossi, to approve and release the October 16, 2018 Closed Session Minutes, 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 Larry Nice, seconded by Trustee Daniel Rossi, to approve the destruction of the approved and released Closed Session Minutes older than 18 months, 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

Trustee Rossi noted there was a \$9,595.00 discrepancy in the Palos Medical Group invoices due to duplicate billing and payment.

A **Motion** was made by Trustee Daniel Rossi, seconded by Trustee Larry Nice, to authorize the corrected payment of the Fire Service and Ambulance Fund bills, totaling \$434,174.69, 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

DC Fierce advised the Board of the following:

- Chief Wilson’s wife recently had surgery and BC Hamm’s wife underwent a kidney stone procedure;
- Three (3) Firefighters are currently out on Workmen’s Comp (Crook, Otte and Sunzere); and,
- The two (2) new candidates are currently being processed.

**FINANCE:**

Trustee Rossi stated there was nothing new to add, since the item was addressed in the “Approval of the Bills” section of the meeting.

**MOBILE EQUIPMENT:**

DC Fierce reported the new Horton Ambulance is “in-service” at Station 5 and the new BC Pick-up Truck is “in service” also. The 2015 Chevy Tahoe has been assigned to BC Hamm.

**COMMUNICATION:**

1. Discussion/Approval of Dual Band Pagers
2. Discussion/Updates on Dispatch
3. Discussion on IGA with the County of Will to Utilize their P25 Radio System

DC Fierce stated one way to improve the communication issues would be to transition from the VHF Radio System to the 800 megahertz P25 System, which is owned by Will County EMA. The County requested an “IGA” regarding this matter. This Agreement would authorize the FFPD to use the P25 System at no charge to communicate with the Laraway Dispatch Center.

**COMMUNICATION:** [Continue]

In reference to the Dual Band Pagers, DC Fierce explained how the pagers operate on both the VHF and P25 Systems. In the event one of the systems goes down, the other would continue to communicate with the Dispatch Center. Ten (10) pagers are requested – five (5) for the LTs, four (4) for the Chiefs and one (1) for the BC.

**ORDINANCE NO. 233:** An Ordinance of the Frankfort Fire Protection District Approving an Intergovernmental Agreement to Utilize the County of Will’s P25 Radio System.

A **Motion** was made by Trustee Daniel Rossi, seconded by Trustee Larry Nice, to approve Ordinance No. 233 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.

In answer to Trustee Kavanagh’s question, DC Fierce said the P25 radios would work at difference dispatch centers - it would depend on which center the FFPD would move to.

DC Fierce noted the following Dispatch Center options: West Comm.; Orland Central; Tinley Park and South Comm. A one-year notice to leave a Center is required.

Trustee Jacobs advised the Board the District has obtained legal advice as to what is involved, should the FFPD decide to leave the LCC.

In answer to Trustee Kavanagh’s question, DC Fierce stated that at the December 2018 Operations Meeting, Chief Wilson announced the FFPD’s intention to possibly leave the LCC.

DC Fierce said he attended the LCC’s Operations Meeting today and the new Director (Denise Pavlik) is making strides – is more organized and using a more systematic approach. She is meeting with each agency and so far, the overall feeling is “confidence” - that improvements to the system will be attained. He (DC Fierce) said he will continue to assist the LCC with improving the current system and yet, will continue to investigate the possibility of leaving the LCC.

**REAL ESTATE:**

DC Fierce reported the staff at Station 1 has taken on the following projects:

- Re-location of lockers in the Bay area; and,
- Remodel of the Kitchen – funded by the 2% Foreign Fire Board.

**MUSEUM & FFD HISTORICAL COMMITTEE:**

No report.

**APPROVAL OF PURCHASE ORDERS:**

1. Digital Sky, \$5,355.00 [Replaces Outdated Minitors – Compatible with P25 Technology]

A **Motion** was made by Trustee Daniel Rossi, seconded by Trustee Larry Nice, to approve the Digital Sky purchase order to replace outdated Minitors, in the amount of \$5,355.00, 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.

**CORRESPONDENCE:**

None.

**TRUSTEE COMMENTS:**

None.

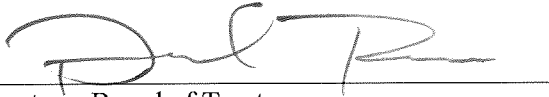
**POSSIBLE CLOSED SESSION PER STATUTE 5ILCS120/2C FOR THE PURPOSE OF DISCUSSING LITIGATION, COLLECTIVE BARGAINING, REAL ESTATE AND PERSONNEL:**

None requested.

**ADJOURNMENT/RECESS:**

At 5:37 P.M., a **Motion** was made by Trustee Larry Nice, seconded by Trustee William F. Hoffmeister, 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