

**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 21st day of May 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.

Chief Bob Wilson, DC Sean Fierce, AC Paul Kinsella, Susan Rossi, Bill Steinhauer and Commissioner Michael Minogue 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, April 16, 2019

A **Motion** was made by Trustee William F. Hoffmeister, seconded by Trustee Daniel Rossi, to approve the Regular Meeting Minutes dated April 16, 2019, as presented. President Jacobs called for a voice vote. All in favor. Motion carried.

APPROVAL OF THE BILLS:

1. Board/Expenditure Report

Trustee Rossi requested further review of an invoice for two (2) shirts for a former employee listed on the Expenditure Report prior to payment.

A **Motion** was made by Trustee Daniel Rossi, seconded by Trustee William F. Hoffmeister, to authorize payment of the Fire Service and Ambulance Fund bills, totaling \$236,050.55, as presented, with the exception of the invoice for two (2) shirts for a former employee. 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.

SWEAR-IN ELECTED OFFICIALS:

1. Oath of Office – Trustee Robert Jacobs
2. Oath of Office – Trustee Daniel Rossi
3. Reorganize Board of Trustees
4. Realignment of Committees

Michelle Selvaggio, the Local Election Official, administered the Oath of Office to Robert Jacobs and Daniel Rossi.

SWEAR-IN ELECTED OFFICIALS: [Continued]

A **Motion** was made by Trustee William F. Hoffmeister, seconded by Trustee Larry Nice, to retain the current Board of Trustees' Officers. 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 reference to the realignment of Committees, Trustee Nice expressed an interest to move to Mobile Equipment and Trustee Hoffmeister noted that he would like to move to Real Estate.

A **Motion** was made by Trustee Robert Jacobs, seconded by Trustee William F. Hoffmeister, to move Trustee Nice to the Mobile Equipment Committee and Trustee Hoffmeister to the Real Estate Committee, as requested. 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 the two (2) new employees (A. Di Vito and S. Loerop) will be starting June 3, 2019. They are replacing J. Otte and J. Schultz.

FINANCE:

Trustee Kavanagh advised the Board that due to Kristi Farnum's retirement, the firm of Lauterbach & Amen has been approved by the Pension Board to assume her job duties. The Pension Board will pay for the cost involved.

Chief Wilson noted that James Howard from Governmental Accounting, Inc., is also working with the Administrative Chiefs on the 2019-2020 Budget.

MOBILE EQUIPMENT:

1. Discussion/Possible Action on Disposition of Ambulance Chassis

AC Kinsella explained possible ways to dispose of the old ambulance chassis.

RESOLUTION 2019-03: A Resolution Authorizing the Disposition of Personal Property No Longer Needed for Fire Protection Purposes

A **Motion** was made by Trustee Larry Nice, seconded by Trustee William F. Hoffmeister, to adopt Resolution 2019-03, 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.

COMMUNICATION:

Chief Wilson advised the Board that Attorney Flaherty has reviewed the Orland Park Dispatch contract, made some minor modifications and has sent it back to Orland for approval, following any possible discussions between the two attorneys.

COMMUNICATION: [Continue]

DC Fierce explained that costs involved to switch to the Orland Park Dispatch may include a “per-call” increase and the moving of fire alarms.

Chief Wilson stated this is a “big” move, but it is the right thing for the residents of our Fire District in order to attain better service. He (Chief Wilson) explained Frankfort’s history with the LLC (current Dispatch Center) over the last few years and the need to move. He noted the Orland Park Dispatch only handles fire calls, whereas the LLC handles both fire and police.

REAL ESTATE:

DC Fierce advised the Board of the following:

- Tube Heaters were installed at Station 72;
- Boiler for the Bay Floor was installed at Station 73;
- Other projects (Museum roof and sealcoat crack filling) on hold due to the recent rain;
- The Magna Grip Vent Exhaust System installation due to begin at Station 75; and,
- BC Hamm helping-out greatly with Building & Grounds and working on Safety Inspections.

MUSEUM & FFD HISTORICAL COMMITTEE:

Trustee Nice stated there was nothing new to report.

APPROVAL OF PURCHASE ORDERS:

1. Fire Armor LLC, \$18,480.00 [Ballistic Gear for RTF]
2. RCN Communications, LLC, \$12,239.76 [Mobile Internet Devices for Fleet]

AC Kinsella explained the Fire Armor LLC purchase order for Ballistic Gear is for 14 vests and helmets and has a life span of 10 years. In answer to Trustee Hoffmeister’s question, the ballistic gear is not mandated by law, but it is the best practice to follow. The gear is for the “riding position”.

A **Motion** was made by Trustee Daniel Rossi, seconded by Trustee William F. Hoffmeister, to approve the Fire Armor LLC purchase order for Ballistic Gear for RTF, in the amount of \$18,480.00, 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.

In reference to the RCN Communications, LLC purchase order, AC Kinsella explained the need to upgrade our internet capabilities in the remaining mainline vehicles.

A **Motion** was made by Trustee Larry Nice, seconded by Trustee William F. Hoffmeister, to approve the RCN Communications, LLC purchase order for Mobile Internet devices for the Fleet, in the amount of \$12,239.76, 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:

Chief Wilson mentioned that he and Trustee Hoffmeister attended the Silver Cross EMS Awards Banquet and several FFPD members were honored.

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 5:40 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