

**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 21st day of January 2014.

CALL TO ORDER:

The meeting was called to order and the Recording Secretary called for the roll call.

Upon the roll being called, the following Trustees answered present:
Robert Jacobs, Michael Kavanagh, Donald Lorenz and Daniel Rossi.

Chief Grady, Asst. Chief Robert Wilson, Battalion Chief Todd Hamm, Engineers/Paramedics Kevin Brow, Jerry Cooke, John Murdie and Firefighter/Paramedic Derek Anderson were also present.

Trustee William F. Hoffmeister was 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 10, 2013
2. Special BOT Meeting, January 6, 2014

A **Motion** was made by Trustee Robert Jacobs, seconded by Trustee Donald Lorenz to approve the Regular Meeting Minutes dated December 10, 2013, 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 Michael Kavanagh to approve the Special Meeting Minutes dated January 6, 2014, as presented. President Jacobs called for a voice vote. All in favor. Motion carried.

APPROVAL OF THE BILLS:

1. Board/Expenditure Report

A **Motion** was made by Trustee Donald Lorenz, seconded by Trustee Daniel Rossi to authorize the payment of the Fire Service and Ambulance Fund bills, totaling \$181,974.03, as presented. President Jacobs called for a roll call vote: upon the roll being called, the following Trustees voted aye: Robert Jacobs, Michael Kavanagh, Donald Lorenz and Daniel Rossi. All in favor. Motion carried.

CHIEF GRADY'S REPORT:

1. Will County 911 Intergovernmental Agreement
2. Updates on Staffing (Kurtz Contract Positions)

Chief Grady's report was submitted to the Board.

CHIEF GRADY'S REPORT: [Continued]

Chief Grady highlighted the following:

- A "Promotional Ceremony" will take place tomorrow morning at 9 A.M. for George Heinen's promotion to Lieutenant (Gold Shift);
- Past-Trustee Larry Nice recently received a "Pace-Maker" and is doing better following some complications;
- Kristi Farnum has returned from Pregnancy Leave;
- EMS Coordinator, Jerry Cooke, was instrumental in selling two (2) old cots with the proceeds going towards the purchase of new Backboards. A Grant will be filed next month for two (2) more power cots to replace current cots. Asst. Chief Wilson is overseeing this project;
- The NIAFPD Conference is scheduled for February 2014, and will include a "discussion/presentation" by members of the Barrington/Countryside Fire Protection District;
- The "Will County 9-1-1 Intergovernmental Agreement" reflects a reduction in funding due to a cut back in 911 Funds. The FFPD's allocation of \$28,392.00 will go towards the radio upgrade;
- The Kurtz Contract staffing is back to the assigned number of twelve (12);
- The Cadets will sponsor Blood Drives in March and April to assist the IFCA Education Scholarship Foundation. The number of pints collected will be converted to scholarship dollars; and,
- The invitation to the Boy Scout Annual Dinner next month will be forwarded to the Board.

In answer to Trustee Daniel Rossi's inquiry, Jerry Cooke stated both cots were from 2006 and each cot sold for \$1,500.00.

Jerry Cooke confirmed that back-up cots are on hand, if needed.

In reference to the 9-1-1 Grant distribution, Trustee Robert Jacobs noted that although Frankfort has more calls and contributes more dollars per month, Frankfort's allocation is a little over \$28,000.00, and New Lenox's is \$40,000.00. He advised the Board the Grant amounts (allocations) are based on the number of lines that go into the 9-1-1 Center.

Chief Grady explained the 9-1-1 funding process.

A **Motion** was made by Trustee Michael Kavanagh, seconded by Trustee Daniel Rossi to authorize the President to sign the Will County 9-1-1 Intergovernmental Agreement, as presented. President Jacobs called for a roll call vote: upon the roll being called, the following Trustees voted aye: Robert Jacobs, Michael Kavanagh, Donald Lorenz and Daniel Rossi. All in favor. Motion carried.

CHIEF OFFICERS' UPDATE:

Asst. Chief Wilson reported on the following:

- The exterior lighting project is nearly complete. The lighting company will do an audit to be sure nothing was overlooked. (A comment was made that the lighting is much brighter);
- He is in the process of having various fire alarm testing companies and fire sprinkler companies complete an "overall" assessment of each station and provide a total cost for the annual service and testing for the five (5) stations;
- Soffit was replaced at Station 3 yesterday;
- The delivery of the new engine from Pierce is two (2) months ahead of schedule – delivery date is expected to be about the end of March; and,
- He advised the Board that he would be in Baltimore the week of February 9-14 "reading" AFG Grants.

CHIEF OFFICERS' UPDATE: [Continued]

On behalf of the Board, Trustee Robert Jacobs congratulated Asst. Chief Wilson on being chosen to “read” on that Committee.

Asst. Chief Wilson explained the Committee’s “reading” process.

PERSONNEL:

1. Discussion/Updates on Miscellaneous Personnel Items

Trustee Robert Jacobs advised the Board there are items to be discussed in the “Closed Session” portion of today’s meeting.

Trustee Daniel Rossi noted the promotion of George Heinen to Lieutenant would take place tomorrow morning.

FINANCE:

1. Discussion/Review of Legal Counsel

Trustee Michael Kavanagh stated he and Trustee Daniel Rossi will meet Monday morning to review the ambulance billing rates and discuss a possible increase.

Chief Grady noted that in reference to the “flyer” the Board recently received, the FFPD will be hosting a meeting on the new “Affordable Care Act” and how it affects payouts, limitations, Medicare, collections, etc. The meeting is scheduled to be held at Station 3 due to the anticipated attendance.

RESOLUTION 2014-01: [A Resolution Authorizing the Disposition of Personal Property No Longer Needed for Fire Protection Purposes (2 MX-Pro R3 Model 6082 Manual Ambulance Cots, Serial #'s 06113900 & 06113902)]

A **Motion** was made by Trustee Michael Kavanagh, seconded by Trustee Daniel Rossi to approve Resolution 2014-01 [A Resolution Authorizing the Disposition of Personal Property No Longer Needed for Fire Protection Purposes (3MX-Pro R3 Model 6082 Manual Ambulance Cots, Serial #'s 06113900 & 06113902)], as presented. President Jacobs called for a roll call vote: upon the roll being called, the following Trustees voted aye: Robert Jacobs, Michael Kavanagh, Donald Lorenz and Daniel Rossi. All in favor. Motion carried.

MOBILE EQUIPMENT:

No report.

COMMUNICATION:

Trustee Michael Kavanagh apprised the Board the new system is in the “engineering phase” which addresses the placement locations.

Chief Grady stated the FFPD has been stressing to the Lincolnway Operations Committee to be sure the “back-ups” are in place.

Asst. Chief Wilson mentioned the radio upgrades for the Districts are also being worked on. The Lockport tower was being raised 400-500 feet and is operational.

Chief Grady noted a tornado back-up plan is also being addressed.

COMMUNICATION: [Continued]

Trustee Robert Jacobs noted that although the “overall” performance percentage for the “calls answered within one minute” at the Center is 93.58, the performance percentage for the day shift has dropped and suggested “keeping an eye on” these percentages.

REAL ESTATE:

Trustee Donald Lorenz advised the Board of the following:

- Updates on the generator for Station 3 would be forthcoming in the next few months;
- A great job was done on the Bunkroom project at Station 3; and,
- There are furnace/air-conditioning “airflow” issues in the Station 3 Bunkroom and will be addressed this spring.

Chief Grady apprised the Board the Insurance Adjustor filed a preliminary report for the damage done to the office areas, but has not heard back from the insurance yet. He will advise when this information becomes available. He also stated a separate file has been started regarding the “ice damming” damage to the Training and Radio rooms, with the understanding this would be a spring project when the roof can be evaluated.

MUSEUM & FFD HISTORICAL COMMITTEE:

1. Discussion/Updates of Memorial Site

No Report.

APPROVAL OF PURCHASE ORDERS:

None presented.

CORRESPONDENCE:

None.

TRUSTEE COMMENTS:

None.

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

At 5:25 P.M., a **Motion** was made by Trustee Michael Kavanagh, seconded by Trustee Donald Lorenz that the Board meet in Closed Session for the purpose of discussing Litigation, Collective Bargaining, Real Estate and Personnel and any other Frankfort Fire Protection District business that is allowed to be discussed in Closed Session under the Open Meetings Act. President Jacobs called for a roll call vote: upon the roll being called, the following Trustees voted aye: Robert Jacobs, Michael Kavanagh, Donald Lorenz and Daniel Rossi. All in favor. Motion carried.

At 7:06 P.M., a **Motion** was made by Trustee Michael Kavanagh, seconded by Trustee Daniel Rossi to reconvene the Regular Board Meeting. President Jacobs called for a voice vote: all in favor. Motion carried.

POSSIBLE ACTION ON ITEM(S) DISCUSSED IN CLOSED SESSION:

As a result of the Closed Session, no action was taken.

ADJOURNMENT/RECESS:

At 7:08 P.M., a **Motion** was made by Trustee Michael Kavanagh, seconded by Trustee Donald Lorenz that this meeting be adjourned.

President Jacobs called for a voice vote upon said Motion. All in favor. Motion carried.

Michelle Selvaggio, Recording Secretary



Secretary, Board of Trustees

Transcription by: Carolyn J. Williams, Administrative Receptionist