

FRANKFORT FIRE PROTECTION DISTRICT  
FRANKFORT FIRE DEPARTMENT

Minutes of the Special 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 9:00 A.M. on the 16th day of December 2015.

**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 and Daniel Rossi.

Chief Grady and Asst. Chief Wilson were also in attendance.

Trustee Larry Nice was absent from said meeting.

**PLEDGE OF ALLEGIANCE:**

All present stood for the Pledge of Allegiance.

**PUBLIC COMMENTS:**

None.

**FINANCE:**

1. Financial Review of Vehicle Replacement Schedule, Possible Vehicle Sales, and Possible Vehicle Purchase

Asst. Chief Wilson advised the Board the purpose of this meeting was two-fold that involved both the Finance and Mobile Equipment Committees.

In reference to the Finance Committee portion, Kristi explained the Vehicle Replacement Schedule "hand-out" and noted the following:

- The calculation used to estimate the current fleet's replacement cost of vehicles in service over the next 25 years; and,
- The recognized cost savings over the current fleet by selling four (4) vehicles and replacing with two (2).

Asst. Chief Wilson apprised the Board that Quad County Fire Equipment Inc. has been very successful in selling the FFPD's vehicles in the past. The vehicles under consideration to sell are:

- 2002 KME Engine (currently in reserve), to be sold first;
- 2006 IH/US Tanker – (Chabanse Fire Department may have an interest to purchase);
- 2008 Pierce Arrow Engine (Pumper) – (Ashkum Fire Prot. District may have an interest to purchase); and,
- 2007 Pierce 100' Tower Ladder (interest to purchase expressed by some Departments).

Asst. Chief Wilson suggested replacing the 2002 KME Engine and the 2007 Pierce 100' Tower Ladder with one vehicle – a Snorkel Quint; and replacing the 2008 Pierce Pumper and the 2006 Tanker with one vehicle – a Pumper/Tanker.

**FINANCE:** [Continued]

Kristi explained the Vehicle Replacement Fund and the estimated amount of funds needed over three (3) years in order for the District not to incur debt for these replacements.

Asst. Chief Wilson spoke on the possible cost savings by getting bids from other manufacturers of new vehicles. He also addressed the potential savings by refurbishing versus buying new.

The Board held an open discussion on the refurbishing of vehicles.

In answer to Trustee Michael Kavanagh's question regarding the warranty on refurbishing, Asst. Chief Wilson will advise.

Asst. Chief Wilson reiterated that questions remain – buy new versus refurbish; refurbish warranty; estimated useful life of refurbished vehicle; and, overall cost savings, if any.

Trustee Robert Jacobs confirmed that the Vehicle Replacement Schedule changed to reflect the “man-power” revisions.

**MOBILE EQUIPMENT:**

1. Operational Review of Vehicle Replacement Schedule, Possible Vehicle Sales, and Possible Vehicle Purchases

Asst. Chief Wilson explained the Apparatus Placement Schedule “hand-out” with the new proposed equipment, and noted a reserve Engine and Ambulance will still be maintained and available for service, if needed.

Asst. Chief Wilson proposed the purchase of a “demo” 55’ Snorkel Quint from Smeal Fire Apparatus Company and outlined its specifications.

In answer to Trustee Michael Kavanagh's question regarding the need for a snorkel, Asst. Chief Wilson confirmed it would provide an elevated master stream and the ability to place someone up in the bucket to get to a window, if needed.

Asst. Chief Wilson agreed that input should be solicited from the firefighters, prior to moving forward with this project.

Asst. Chief Wilson stated, per Attorney Shawn Flaherty, that an “RFP” is needed for this “demo” unit. He (Asst. Chief Wilson) presented the “RFP” draft for the Snorkel Quint and explained the timeframe to submit and accept.

Asst. Chief Wilson confirmed for Trustee Michael Kavanagh that this is the first Snorkel Quint that Smeal has built. Smeal purchased the Snorkel Company and owns the rights to Snorkel. Asst. Chief Wilson also discussed the “specs” with Mechanic Eric Hall.

In answer to Trustee Daniel Rossi's concerns regarding the timeframe to implement the replacement of these vehicles, Asst. Chief Wilson stated the Tower Ladder and the reserve KME Engine could be sold at any time. The selling of the remaining vehicles would vary due to the estimated arrivals of the new vehicles and the bids received for the old vehicles. Mutual Aid would also be available for the interim. Asst. Chief Wilson advised that the new Pumper/Tanker would take about 300 days to be built.

**MOBILE EQUIPMENT:** [Continued]

Chief Grady mentioned that his concerns focus on the weight and load capacity.

The Board held an open discussion regarding the vehicle “specs” -- primary and optional.

Asst. Chief Wilson said he would need some commitment from the Board authorizing him to move forward with this proposed project.

Trustee Daniel Rossi asked if the budget could absorb any differences in the estimated sale prices and Kristi responded that it would directly affect the balance of the Vehicle Replacement Fund for future purchases.

Chief Grady said the Broker should not be offended should the District choose to sell vehicles on our own. He believes departments are drawn to purchase Frankfort apparatus because of the name Frankfort and the maintenance records. He noted that across the country, fleet reduction is the current trend due to Volunteer Departments transitioning to Career Departments.

**DISCUSSION/POSSIBLE ACTION ON MOVING FORWARD WITH VEHICLE SALES AND PURCHASES:**

A **Motion** was made by Trustee William F. Hoffmeister, seconded by Trustee Daniel Rossi, to authorize the surplus of the 2007 - 100' Tower Ladder and the 2002 KME (reserve) Pumper, with direction of Asst. Chief Wilson to proceed with potential sales, 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 and Daniel Rossi. All in favor. Motion carried.

A **Motion** was made by Trustee Daniel Rossi to authorize Asst. Chief Wilson to proceed with the RFP for the demo Snorkel Quint, as presented.

The following discussion took place:

- The RFP language and concerns with the demo Snorkel's weight and axle “specs”;
- Trustee Michael Kavanagh asked if a legal matter could arise regarding the vendor timing to “spec” the vehicle and the timing for the RFP. In response, Chief Grady stated that Attorney Flaherty approved the RFP, with the noted changes; and,
- Chief Grady suggested meeting with the vendor to verify the axle weights and “specs” prior to releasing the RFP.

Asst. Chief Wilson stated that per the Smeal Rep., the factory's “highest priority” is to provide a flawless product.

The **Motion** on the floor was re-read and seconded by Trustee Michael Kavanagh. 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 and Daniel Rossi. All in favor. Motion carried.

**PERSONNEL:**

Chief Grady advised the Board that an insurance issue has arisen regarding an individual on Disability Pension and asked Michelle to explain the situation.

**PERSONNEL:** [Continued]

Michelle stated the Disability Pensioner has been on the FFPD's "HRA" insurance plan last year and that he had already exhausted the \$4,500.00 reimbursement account by February. The issue is – does the FFPD leave him on the new "HRA" with Envision, or remove him from the "HRA"?

Chief Grady said that Attorney Shawn Flaherty had been consulted and was advised there are no legal documents and/or precedents that have been set regarding this matter. Attorney Flaherty reminded Chief Grady, that in his opinion, the Pensioner has not appealed the Board's decision on the "PSEBA". In the event, the Pensioner decides to pursue the appeal, a Judge would make a decision on the "PSEBA". Chief Grady noted the notification needs to be made to the Pensioner prior to January 1, 2016, due to the onset of the Envision coverage.

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

At 10:59 A.M., a **Motion** was made by Trustee Michael Kavanagh, seconded by Trustee Daniel Rossi, that the Board meet in Closed Session for the purpose of discussing Litigation, Real Estate, 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: William F. Hoffmeister, Robert Jacobs, Michael Kavanagh and Daniel Rossi. All in favor. Motion carried.

At 12:11 P.M., a **Motion** was made by Trustee Michael Kavanagh, seconded by Trustee William F. Hoffmeister, to reconvene the Special Board Meeting. President Jacobs called for a voice vote. All in favor. Motion carried.

At 12:12 P.M., President Jacobs declared the Special Board Meeting back in session.

**POSSIBLE ACTION TAKEN FROM CLOSED SESSION:**

As a result of Closed Session, the following action was taken:

A **Motion** was made by Trustee Michael Kavanagh, seconded by Trustee William F. Hoffmeister, to approve the expenditure up to \$4,500.00 in "HRA" payments for disabled Firefighter Wolf in 2016 with the understanding that this is up for review on a year-to-year basis, 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 and Michael Kavanagh. Trustee Daniel Rossi voted nay. Motion carried.

**COMMUNICATION:**

No report.

**REAL ESTATE:**

No report.

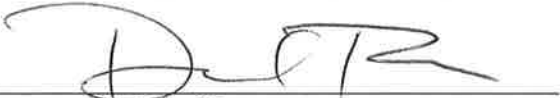
**TRUSTEE COMMENTS:**

None.

**ADJOURNMENT/RECESS:**

At 12:15 P.M., a **Motion** was made by Trustee Michael Kavanagh, 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

A handwritten signature in black ink, appearing to read 'MSELV', written over a horizontal line.

Secretary, Board of Trustees

Transcription by: Carolyn J. Williams, Administrative Receptionist