

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 8th 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 and Michael Kavanagh.

Chief Grady, Asst. Chief Wilson, BC Tim Campbell and Local 4338 Representatives Phil Scaletta, Jeremy Stukel, Nick Sunzere were also in attendance.

Trustees Larry Nice and Daniel Rossi were absent from said meeting.

A **Motion** was made by Trustee Robert Jacobs, seconded by Trustee Michael Kavanagh, to appoint Trustee William F. Hoffmeister Secretary Pro-Tem for this meeting. President Jacobs called for a voice vote. All in favor. Motion carried.

PLEDGE OF ALLEGIANCE:

All present stood for the Pledge of Allegiance.

PUBLIC COMMENTS:

None.

APPROVAL OF THE MINUTES:

1. Regular BOT Meeting, November 10, 2015
2. Closed Session Minutes

A **Motion** was made by Trustee Michael Kavanagh, seconded by Trustee William F. Hoffmeister, to approve the Regular Meeting Minutes dated November 10, 2015, as presented. President Jacobs called for a voice vote. All in favor. Motion carried.

Trustee Robert Jacobs advised the Board that he and Trustee William F. Hoffmeister reviewed the following Closed Session Minutes: July 15, 2014, October 21, 2014, December 22, 2014, January 20, 2015, January 29, 2015, August 18, 2015 and October 20, 2015. A recommendation was made to approve them, but not release.

A **Motion** was made by Trustee Robert Jacobs, seconded by Trustee William F. Hoffmeister to approve the aforementioned Closed Session Minutes, but not release them, 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. All in favor. Motion carried.

APPROVAL OF THE BILLS:

1. Board/Expenditure Report

Trustee Michael Kavanagh questioned why the electric bill for Station 5 is lower than Station 4, even though the two stations were built identical. Trustee Robert Jacobs stated this matter has been brought to ComEd's attention several times. Trustee Jacobs also noted that Station 5 is billed through ComEd, whereas Station 4 is billed through Constellation Energy and as a former employee of ComEd, feels the "constant" on the meter at Station 5 is incorrect. Trustee Jacobs stated he would check the meter himself and advise the Board.

In answer to Trustee Michael Kavanagh's question regarding the Barracuda invoice, Michelle stated a fifty-percent (50%) "down-payment" was required prior to the installation.

A **Motion** was made by Trustee William F. Hoffmeister, seconded by Trustee Michael Kavanagh, to authorize the payment of the Fire Service and Ambulance Fund bills, totaling \$392,498.25, 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. All in favor. Motion carried.

CHIEF GRADY'S REPORT:

Chief Grady's written report was submitted to the Board.

Chief Grady highlighted the following items:

- Daily hospital visits with Trustee Nice following his medical emergency – as of today, some complications have occurred;
- Sean Fierce's wife (Amanda) is home from the hospital following the pre-mature delivery of their son. The baby will remain in the IC Neo-Natal unit of the hospital until he is strong enough to come home;
- Joe O'Dette was presented with funds raised by the FFPD members for assistance with the family's medical issues; and,
- The FFPD is assisting the Matteson Fire Department in lieu of the recent "in-line of duty" death of one of their Firefighters.

CHIEF OFFICER'S UPDATE:

Asst. Chief Wilson's written report was submitted to the Board.

Asst. Chief Wilson highlighted the following items:

- The replacement lighting at Station 2 is near completion;
- Working with our Attorney regarding the possibility of providing service to property owners in an area east of Harlem Avenue;
- Applying for Firefighters' Grants through AFG for replacements of all SCBAs and vehicle exhaust systems for various stations;
- In reference to Mobile Equipment, a purchase order has been submitted for a new staff car to replace an aging staff car; and,
- Working on scheduling a Finance/Mobile Equipment meeting to discuss the possible selling/replacement of apparatus.

Trustee Robert Jacobs suggested scheduling a Special Board of Trustees meeting to discuss the apparatus concerns.

APPROVAL OF THE 2016 BOARD OF TRUSTEES MEETING DATES:

A **Motion** was made by Trustee Michael Kavanagh, seconded by Trustee William F. Hoffmeister, to approve the proposed 2016 Board of Trustees Meeting dates, as presented. President Jacobs called for a voice vote. All in favor. Motion carried.

PERSONNEL:

1. Discussion/Updates on Miscellaneous Personnel Items
2. Discussion/Updates on Current Testing Process for New Applicants

Chief Grady advised the Board the Commissioners would hold oral interviews with the new prospective candidates on January 8 and 9 of 2016. Upon completion of the interview process by the four (4) area departments, a list will be posted shortly thereafter.

FINANCE:

1. Discussion/Approval of Multi-Year Audit Services
2. Discussion/Update on Fire Protection Note Refunding
3. Discussion on Levy

Trustee Michael Kavanagh stated that Sikich has agreed to hold the Auditing Services increase to two percent (2%) per year as requested.

A **Motion** was made by Trustee William F. Hoffmeister, seconded by Trustee Michael Kavanagh, to approve the multi-year Auditing Services Contract with Sikich, 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. All in favor. Motion carried.

Trustee Robert Jacobs advised the Board the Note Refunding Closing has been completed.

In reference to the Levy, Chief Grady advised that it was kept below five percent (5%) in an effort to capture all new growth.

In answer to Trustee Jacobs' question, Chief Grady stated the FFPD was advised by our Attorney to list \$1,000.00 in certain Funds (i.e., IMRF, FICA, Audit, Tort Immunity, etc.), rather than the actual or estimated actual costs, so when the State allows those Funds to be taxed separately or expand the taxation, the FFPD will be in a position to do so.

RESOLUTION #2015-07: [Resolution for Support of PSAP Consolidation]

Trustee Robert Jacobs restated that the State of Illinois passed a Law mandating the consolidation of the Will County "911" Centers from six (6) down to three (3).

Chief Grady added the passage of this Resolution would show the FFPD's support of this action, pending a litany of questions regarding costs, governing, etc.

Trustee Robert Jacobs confirmed that this Resolution is not a commitment.

A **Motion** was made by Trustee Michael Kavanagh, seconded by Trustee William F. Hoffmeister, to adopt Resolution #2015-07, 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. All in favor. Motion carried.

RESOLUTION #2015-08: [Resolution Authorizing the Disposition of Personal Property No Longer Needed for Fire Protection Purposes – HP Computer Server, Serial #USE016NOV7]

Trustee Robert Jacobs noted this particular Computer Server exceeded its useful life and no longer supports the current software.

A **Motion** was made by Trustee Robert Jacobs, seconded by Trustee Michael Kavanagh, to approve Resolution #2015-08, 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. All in favor. Motion carried.

ORDINANCE #214: [An Ordinance for Levying and Assessing of Taxes for the Frankfort Fire Protection District, Will County, Illinois for the Year 2015]

A **Motion** was made by Trustee Michael Kavanagh, seconded by Trustee William F. Hoffmeister, to approve Ordinance #214, 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. All in favor. Motion carried.

MOBILE EQUIPMENT:

Chief Grady complimented AC Wilson on the direction of this Committee now and into the future.

COMMUNICATION:

Trustee Michael Kavanagh noted a lot is going on regarding the consolidation mandate and the “911” funds have finally been released.

REAL ESTATE:

Asst. Chief Wilson reported nothing has been done regarding the Station 4 flooring issue.

MUSEUM & FFD HISTORICAL COMMITTEE:

No report.

APPROVAL OF PURCHASE ORDERS:

1. Currie Motors, \$26,506.00 (Chief 72 Staff Vehicle)

Asst. Chief Wilson assured Trustee Robert Jacobs that, after speaking to the police, this vehicle is suitable for the FFPD’s purposes and is \$11,000 less than other vehicle bids.

A **Motion** was made by Trustee Michael Kavanagh, seconded by Trustee William F. Hoffmeister, to approve the Currie Motors purchase order, in the amount of \$26,506.00, 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 and Michael Kavanagh. All in favor. Motion carried.

Chief Grady advised the Board a Grant for \$22,733 was recently received through IPRF and can be filed for as of January 4, 2016. Chief Grady also mentioned that Asst. Chief Wilson is currently working on a couple of other grants for the FFPD.

CORRESPONDENCE:

None received.

TRUSTEE COMMENTS:

Trustee Michael Kavanagh wished everyone a Merry Christmas and Happy Holidays.

Trustee Robert Jacobs reminded everyone to keep Larry Nice and his family in their prayers.

Chief Grady noted the Cadet Christmas Party is tonight, 6:00 P.M., at Station 3.

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

None requested.

ADJOURNMENT/RECESS:

At 5:38 P.M., a **Motion** was made by Trustee Robert Jacobs, seconded by Trustee Michael Kavanagh, 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