

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 18th day of February 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:  
William F. Hoffmeister, Robert Jacobs and Daniel Rossi.

Chief Grady, Asst. Chief Robert Wilson, Lieutenant George Heinen and Engineers/Paramedics Kevin Brow and Nick Sunzere were also present.

Trustees Michael Kavanagh and Donald Lorenz were absent from said meeting.

Trustee Robert Jacobs noted that Trustee Donald Lorenz was in the hospital due to difficulties with his eyes.

Asst. Chief Wilson arrived to the meeting at 5:17 P.M.

**PLEDGE OF ALLEGIANCE:**

All present stood for the Pledge of Allegiance.

**PUBLIC COMMENTS:**

None.

**APPROVAL OF THE MINUTES:**

1. Regular BOT Meeting, January 21, 2014
2. Special BOT Meeting, January 27, 2014
3. Special BOT Meeting, January 30, 2014

A **Motion** was made by Trustee Daniel Rossi, seconded by Trustee William F. Hoffmeister to approve the Regular Meeting Minutes dated January 21, 2014, the Special Meeting Minutes dated January 27, 2014 and the Special Meeting Minutes dated January 30, 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 William F. Hoffmeister, seconded by Trustee Robert Jacobs to authorize the payment of the Fire Service and Ambulance Fund bills, totaling \$170,083.27, 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 Daniel Rossi. All in favor. Motion carried.

**CHIEF GRADY'S REPORT:**

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

Chief Grady highlighted the following:

- Firefighter/Paramedic Matt Shronts will be leaving the FFPD and going to the Beecher Fire Protection District for Kurtz, as of February 26, 2014;
- The FFPD will be hosting a seminar 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 on February 27, 2014 from 9A.M. – 11A.M.;
- Last week, the FFPD hosted the Illinois Fire Chiefs Association's "CFO Bridge Class" at Station 1;
- Asst. Chief Wilson is in the process of organizing a meeting schedule for the Collective Bargaining Agreement negotiations; and,
- Trustee Robert Jacobs will be accompanying Chief Grady to the Annual Boy Scout Dinner on February 27, 2014.

**CHIEF OFFICER'S UPDATE:**

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

Trustee Robert Jacobs stated that questions for Asst. Chief Wilson would be deferred until his return from the fire call.

**APPOINTMENT OF PENSION BOARD TRUSTEE:**

Trustee Robert Jacobs confirmed with Trustee Michael Kavanagh that he would like to be retained as the Pension Board Trustee.

A **Motion** was made by Trustee William F. Hoffmeister, seconded by Trustee Daniel Rossi to re-appoint Trustee Michael Kavanagh as the Pension Board Trustee. President Jacobs called for a roll call vote: upon the roll being called, the following Trustees voted aye: William F. Hoffmeister, Robert Jacobs and Daniel Rossi. All in favor. Motion carried.

**PERSONNEL:**

1. Discussion/Updates on Miscellaneous Personnel Items
2. Discussion/Possible Action on Retirement Agreement

Trustee Daniel Rossi apprised the Board a "Request for Retirement" from Asst. Chief Larry Rauch has been received and reviewed.

A **Motion** was made by Trustee William F. Hoffmeister, seconded by Trustee Daniel Rossi to approve Asst. Chief Larry Rauch's Retirement Agreement. President Jacobs called for a roll call vote: upon the roll being called, the following Trustees voted aye: William F. Hoffmeister, Robert Jacobs and Daniel Rossi. All in favor. Motion carried.

**FINANCE:**

1. Discussion/Review of Legal Counsel

Trustee Daniel Rossi advised the Board that Attorney Shawn Flaherty is currently, and will continue to handle, any legal matters that may come before the District, including the upcoming Collective Bargaining Agreement negotiations.

**FINANCE:** [Continued]

Chief Grady noted that conversations have come up in the past to approach other attorneys in the firm (i.e., senior partners) regarding their areas of expertise and at this time, Attorney Shawn Flaherty seems to be a good fit.

Chief Grady mentioned the Commissioners are reviewing their Legal Counsel and related expenses.

A **Motion** was made by Trustee Robert Jacobs, seconded by Trustee William F. Hoffmeister to have Attorney Shawn Flaherty represent the FFPD in all legal matters. President Jacobs called for a roll call vote: upon the roll being called, the following Trustees voted aye: William F. Hoffmeister, Robert Jacobs and Daniel Rossi. All in favor. Motion carried.

**RESOLUTION 2014-02:** [A Resolution Appointing Persons to Prepare a Budget in Tentative Form]

A **Motion** was made by Trustee Daniel Rossi, seconded by Trustee William F. Hoffmeister to approve Resolution 2014-02 [A Resolution Appointing Persons to Prepare a Budget in Tentative Form], 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 Daniel Rossi. All in favor. Motion carried.

**MOBILE EQUIPMENT:**

No report.

**COMMUNICATION:**

Chief Grady advised the Board that an employee from Silver Cross Hospital has not been sending the EMS reports from four (4) departments out of the Lincolnway Center (Frankfort, Manhattan, Mokena and New Lenox) to the State of Illinois for a period of 2-3 years. It is not the fault of anyone at the District level, but rather, the "ball was dropped" at the Silver Cross EMS, possibly Will County 9-1-1 not getting the updated versions, and by the State IDPH for letting it to go on this long. No answer has come forward regarding this issue. Ed Ludwig, from Manhattan, has taken the lead on this project with assistance from Kristi. It is in the hands of Will County to update the "Firehouse" software, with Dan Forsythe being our direct contact person in this matter.

**REAL ESTATE:**

Chief Grady apprised the Board of the following:

- There are concerns more leaks may occur due to the melting snow, the forecasted rain and the return to freezing temperatures;
- A leak has occurred in the Training/EMS Office and is being addressed. It has yet to be determined if this new issue is weather related; and,
- Battalion Tim Campbell advised Chief Grady the heat tapes on the west side of Station 1 are not working. Replacement of such will take place in the spring.

Upon Asst. Chief Wilson's return to the meeting, he stated he had nothing further to add to his written report.

**MUSEUM & FFD HISTORICAL COMMITTEE:**

1. Discussion/Updates of Memorial Site

Chief Grady reported that Firefighter/Paramedic Jake Smith has received a reasonable quote from the brick company and he is in the process of putting the brochure together. Chief Grady stated he will talk to Jake tomorrow regarding updates on the project.

**APPROVAL OF PURCHASE ORDERS:**

Trustee Robert Jacobs noted a purchase order for two (2) more Stryker Power Cots, in the amount of \$28,522.60, is before the Board.

Chief Grady explained the cost of these cots would be funded through a \$20,000.00+ grant from "IPRF" and the remaining balance through a "Helping Hands" grant.

Chief Grady stated that Jerry Cooke, EMS Coordinator, would continue to sell more of the old cots with the proceeds going to purchase additional new backboards.

Chief Grady mentioned that any remaining funds from the grants and/or cot sales would be designated for EMS supplies.

A **Motion** was made by Trustee William F. Hoffmeister, seconded by Trustee Daniel Rossi to approve the purchase order for two (2) Power Pro Ambulance Cots from Stryker, in the amount of \$28,522.60, 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 Daniel Rossi. All in favor. Motion carried.

**CORRESPONDENCE:**

Chief Grady advised the Board that a conference call, which also included Michelle and Kristi, had taken place this morning with Matt Burke, a representative from Moody's, regarding a favorable increase in our "ratings" – even though the FFPD has top ratings already. Moody's will report back to the FFPD in 4-6 weeks.

Trustee Robert Jacobs mentioned that he had sent a note to Michelle and Kristi "thanking" them for all they do regarding the financial reporting.

**TRUSTEE COMMENTS:**

None.

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

No requests.

**ADDITIONAL COMMENTS:**

Asst. Chief Wilson reminded the Board that he was in Baltimore last week participating in the "grant reading" process and stated that 5,800 applications, requesting a total of \$500 million, were submitted and reviewed – while, only a total of \$289 million was available for grants.

**ADJOURNMENT/RECESS:**

At 5:20 P.M., a **Motion** was made by Trustee William F. Hoffmeister, seconded by Trustee Daniel Rossi 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