

**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 11th day of March 2014.

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, Donald Lorenz and Daniel Rossi.

Chief Grady, Lieutenant Michael Kelch and Engineer/Paramedic Kevin Brow were also present.

Trustee Michael Kavanagh 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, February 18, 2014

A **Motion** was made by Trustee Donald Lorenz, seconded by Trustee William F. Hoffmeister to approve the Regular Meeting Minutes dated February 18, 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 \$253,821.42, as presented.

In answer to Trustee Daniel Rossi's question regarding the \$4,500.00 painting expenditure for Station 2, Engineer/Paramedic Kevin Brow stated that the kitchen area, dayroom, bunkroom and bathrooms were painted – the bays were not included.

Trustee Robert Jacobs noted this expenditure had been approved several months ago.

President Jacobs called for a roll call vote: upon the roll being called, the following Trustees voted aye: William F. Hoffmeister, Robert Jacobs, Donald Lorenz 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:

- Moody's increased the FFPD's rating up to an "AA2";
- The re-surfacing of the water damaged floor at Station 1 will take place next week;
- The repairs for the Training and Radio rooms will be addressed in the spring;
- The leak in the Training/EMS Office will be inspected and resolved this week;
- A binder will be maintained in the Trustees' Office regarding "developments" involving the Village of Frankfort, Village of Mokena and/or Will County;
- The "Assisted Living Center", located in Mokena -- on Wolf Road, just south of Plank Trail, has received full approval and will be moving forward;
- Riverside Medical has received preliminary approval to construct a single-story building for doctors' offices at the corner of Steger Road and Route 45. This is the first of 2 or 3 additional buildings at that location. Eventually, the complex will include a "senior living center";
- The first Cadet Blood Drive is April 22 at Station 1;
- Jake Smith has included in the Trustees' packet a drawing and possible brochure for the Firefighter's Memorial Park. Fawn Landscaping has assured Chief Grady the plant/foilage landscaping has been significantly reduced. On behalf of the Foundation, Fawn Landscaping is assembling the Firefighter's Memorial Park project that will be presented to the Village of Frankfort for approval;
- Dennis Merz has been renewing relationships with the villages of Frankfort and Mokena by attending their meetings, as well as forming new relationships with people in the County, in an effort to maintain a "contact" list of personnel, in the event assistance would be needed from these agencies;
- The new "No Gun Allowed" stickers are at the stations and on the "rigs". Also the firefighters have received the basic training regarding this law;
- Chief Grady noted the proposed "Illiana Expressway" (I65-I55) diagram, that was included in the Trustees' packet, is outside of our fire district, but some future benefits may be realized due to the increased traffic and development of that area;
- Chief Grady will be assisting in 2 "Eagle Scout" presentations this month;
- Asst. Chief Wilson reported the pre-delivery inspection of the new engine went well. Asst. Chief Wilson also completed the IFSI Grant application for additional props at Station 3; and,
- Asst. Chief Wilson will be having surgery on his back tomorrow and plans to attend the meetings that have been scheduled for next week.

Trustee Robert Jacobs confirmed that the Riverside property has been annexed into the Village of Frankfort, but the Gateway property has not – it remains as unincorporated Will County.

Trustee Donald Lorenz stated that it is his understanding the infrastructure of Gateway does not meet the annexation requirements of the Village of Frankfort.

Trustee Robert Jacobs noted that Dennis Merz submitted a written Fire Prevention report to the Board.

CHIEF OFFICER'S UPDATE:

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

PERSONNEL:

1. Discussion/Updates on Miscellaneous Personnel Items

Trustee Robert Jacobs apprised the Board a “preliminary discussion” meeting with the Union is scheduled for Wednesday, March 19.

FINANCE:

1. Update on Health Insurance Benefit Plans

Chief Grady explained that a few problems have occurred with the changeover of the health insurance involving TASC and the HRA. In addition, with the FFPD’s request to have the April renewal date of the insurance coincide with the beginning of our budgetary year (June), a possible premium increase of 1% or 2% may occur. Marty Nuss is on top of the situation. Also, a big “thank you” to Michelle for handling this matter.

RESOLUTION 2014-03: [A Resolution Authorizing the Disposition of Personal Property No Longer Needed for Fire Protection Purposes (1 MX-Pro R3 Model 6082 Manual Ambulance Cot, Serial # 061139003)]

A **Motion** was made by Trustee William F. Hoffmeister , seconded by Trustee Daniel Rossi, to approve Resolution 2014-03 [A Resolution Authorizing the Disposition of Personal Property No Longer Needed for Fire Protection Purposes (1 MX-Pro R3 Model 6082 Manual Ambulance Cot, Serial # 061139003)], as presented.

Chief Grady advised the Board the FFPD now has four (4) Stryker Power Cots and new backboards via the sale of old manual cots and the “Helping Hands” Grant. Asst. Chief Wilson will be securing a training program with the remaining funds.

Chief Grady “thanked” Jerry Cooke for all his work on this project.

President Jacobs called for a roll call vote: upon the roll being called, the following Trustees voted aye: William F. Hoffmeister, Robert Jacobs, Donald Lorenz and Daniel Rossi. All in favor. Motion carried.

MOBILE EQUIPMENT:

Trustee William F. Hoffmeister stated that per Eric Hall, the new engine is “looking good” and another inspection will occur prior to delivery.

COMMUNICATION:

Chief Grady advised the Board the second phase of the equipment upgrade is working and will tie into the computer-upgraded systems, which should be operational by fall. Chief Grady also added that no complaints involving “dead zones” at Station 2 have been received.

REAL ESTATE:

1. Discussion on Posting Firearm Concealed Carry Act Signage

Trustee Donald Lorenz updated the Board on the following:

1. The storm-damaged floors at Station 1 will be re-surfaced;
2. The Grant for the generator is in the review process; and,
3. The delivery lead-time for a generator is 2-3 weeks.

REAL ESTATE: [Continued]

In reference to the “Concealed Carry Act” signage, Trustee Donald Lorenz asked the Board to adopt a “0 (zero) tolerance” policy that applies to all employees of the FFPD. If an employee brings a weapon into any of the buildings, immediate termination is the consequence.

Trustee Daniel Rossi agrees with the “0 (zero) tolerance” concept, but to the extent of enforcing the consequence may be a legal issue.

Trustee Donald Lorenz suggested a “0 (zero) tolerance” policy, that includes the consequence(s), be established by the Board, whereby all FFPD employees would be required to sign the document.

This issue will be “tabled” until such time Chief Grady obtains a legal opinion.

MUSEUM & FFD HISTORICAL COMMITTEE:

Information was included in Chief Grady’s report.

APPROVAL OF PURCHASE ORDERS:

None presented.

CORRESPONDENCE:

Chief Grady advised the Board, that with their approval, he would again sign the updated document provided by the ambulance company, which simply addresses the following:

The Ambulance Company will not release medical information in regards to the HIPPA Act.

Chief Grady explained that this document protects both the Ambulance Company, as well as the FFPD.

Trustee Robert Jacobs concurred with the Chief, that formal action by the Board, is not required since this document is updated every few years.

TRUSTEE COMMENTS:

Chief Grady stated that due to this terrible winter weather and the melting snow, some outside parking lot issues have been noticed. The Battalion Chiefs have been alerted to also look for any potential problem areas.

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


No requests.

ADJOURNMENT/RECESS:

At 5:35 P.M., a **Motion** was made by Trustee William F. Hoffmeister, 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