

**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 15th day of April 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, Asst. Chief Wilson 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, March 11, 2014

A **Motion** was made by Trustee Robert Jacobs, seconded by Trustee William F. Hoffmeister to approve the Regular Meeting Minutes dated March 11, 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 Robert Jacobs, seconded by Trustee William F. Hoffmeister, to authorize the payment of the Fire Service and Ambulance Fund bills, totaling \$263,258.14 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, 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 items in his written report:

- The re-finishing of the floors that is scheduled for the end of this week (Thursday-Saturday) will complete the interior repairs caused by the "ice damming" this past winter;
- The pending roof repairs will be done over the summer and will include installation of proper "heat" tapes, in an effort to avoid future "ice dam" issues;
- The old "radio room" will be reconfigured to enhance the utilization of that area;

**CHIEF GRADY'S REPORT:** [Continued]

- Congratulated Kristi and Michelle for the FFPD's receipt of another "Recognition in Excellence in Accounting Reporting" award. A "medallion" will be shipped to Kristi for attachment to the current "Certificate of Achievement" plaque;
- "Thanked" Dennis Merz for his ongoing attendance at the Village Committee Meetings;
- Kansas Street is scheduled to be reconfigured -- similar to Old Frankfort Way;
- The Meijer's walk through with the fire companies is next week. The store "opening" has been delayed until June or July;
- The FFPD has been recognized for our work with the Boy Scouts of America. Two (2) scouts, in anticipation of becoming "Eagle Scouts" by the end of the year, have taken on the project, that Chief Grady suggested, of constructing park benches for the new "Memorial" area. One of the Leaders added that benches would also be made for our five (5) stations;
- On behalf of the FFPD, Chief Grady has continued to attend and speak at the Boy Scout/Eagle Scout programs and events;
- The FFPD will incur no charges for "Fall Festival" this year, per a written communication from the Village; and,
- Battalion Chief Fierce is in the process of revamping the "call sheet" statistics form to eliminate redundancies.

Trustee Daniel Rossi inquired about the status of the training "delivery" program Engineer/Paramedic Brian Adcock was handling and Chief Grady advised that Brian was researching this program further regarding the purchase and subscription/maintenance costs. Chief Grady noted the extra "IPRF Grant" money ("Helping Hands" Grant) would be applied towards this program.

Asst. Chief Wilson stated the program centers on enhancing efficiency of recordkeeping. He noted that both the Orland Park Fire Protection District and Manhattan Fire Protection District use this program.

Asst. Chief Wilson advised Brian to give an "overview" of this program to each Trustee prior to the formal presentation.

**CHIEF OFFICER'S REPORT:**

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

**PERSONNEL:**

1. Discussion/Updates on Miscellaneous Personnel Items

Trustee Daniel Rossi stated that two (2) amicable "negotiation" meetings have taken place with the Union and another meeting is scheduled for April 30, 2014 to continue the process.

Trustee Daniel Rossi informed the Board that Asst. Chief Rauch's official retirement date/time is midnight of April 23, 2014. His retirement has been approved by the Pension Board and is now complete.

**FINANCE:**

1. Discussion/Possible Action on Increase to Ambulance Rates

Trustee Daniel Rossi advised the Board that Andres does the billing for 140 departments and the FFPD ranks 121<sup>st</sup>, which is at the low end of the amounts charged. The range for "ALS" per call is from \$0.00 to \$2,100.00.

**FINANCE:** [Continued]

Trustee Daniel Rossi presented the proposed “per call” billing schedule:

NON-RESIDENT:	“ALS”	-- from \$700.00 to \$1,000.00
	“ALS 2”	-- from \$700.00 to \$1,000.00
	“BLS”	-- from \$700.00 to \$ 800.00
RESIDENT:	“ALS”	-- from \$550.00 to \$700.00
	“ALS 2”	-- from \$550.00 to \$700.00
	“BLS”	-- from \$450.00 to \$600.00

Trustee Daniel Rossi explained the new proposed rate schedule equates to the middle of the range and would not affect the Frankfort residents, due to the fact the FFPD only receives the amount a resident’s insurance pays.

Trustee Daniel Rossi concurred with Trustee William F. Hoffmeister that Medicare and Medicaid have set fees for ambulance calls.

Trustee Daniel Rossi said it is his understanding that in the event an ambulance is used for a non-resident involved in an auto accident, their auto insurance pays first, then their medical insurance. Following the insurance payouts, it is entirely possible the non-resident could owe a remaining balance to the FFPD.

A **Motion** was made by Trustee Daniel Rossi, seconded by Trustee Donald Lorenz to adopt the following rates:

NON-RESIDENT:	“ALS”	\$1,000.00
	“ALS 2”	\$1,000.00
	“BLS”	\$ 800.00
RESIDENT:	“ALS”	\$ 700.00
	“ALS 2”	\$ 700.00
	“BLS”	\$ 600.00

Michelle Selvaggio, Recording Secretary, advised the Board an Ordinance regarding this action would be presented for approval at the next Board Meeting and the new rates would become effective upon approval of said Ordinance.

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:**

1. Discussion/Possible Action on Oshkosh Lease
2. Discussion/Possible Action on Mechanic’s Vehicle

Asst. Chief Wilson apprised the Board he would be going to Pierce tomorrow evening for the final inspection of the new engine and upon delivery by Pierce Global, it will go to Station 3 for stocking and equipment mounting by Eric Hall and Lt. Linhart.

In reference to the Oshkosh Lease, Asst. Chief Wilson will proceed with the decision to pay-off Truck 2, as previously authorized.

**MOBILE EQUIPMENT:** [Continued]

Asst. Chief Wilson proposed to purchase a “fleet service” vehicle for the mechanic’s use, in the amount of \$43,580.00, from Terry’s, as a State Purchase, no competitive bids are required. This vehicle is a budgeted item and would enable the mechanic to do on-site servicing at the fire stations. This vehicle is considered a “no take home” vehicle, without prior approval by Chief Grady or Asst. Chief Wilson.

A **Motion** was made by Trustee Donald Lorenz, seconded by Trustee William F. Hoffmeister to approve the purchase of a mechanic fleet service vehicle, in the amount of \$43,580.00, 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, Donald Lorenz and Daniel Rossi. All in favor. Motion carried.

Chief Grady informed the Board that he has no issue with Pierce’s request to have our new Engine (E74) at the June Conference, in Springfield.

Asst. Chief Wilson stated this has been done in the past with many of our vehicles. Although, Pierce would provide a driver for the Engine, as well as, the appropriate insurance rider, it is easier for the FFPD personnel to transport the Engine to Springfield.

A **Motion** was made by Trustee Robert Jacobs, seconded by Daniel Rossi to authorize Asst. Chief Wilson to make arrangements with Pierce to use our new Engine at the Conference in Springfield. President Jacobs called for a voice vote. All in favor. Motion carried.

**COMMUNICATION:**

Chief Grady advised the Board that Lincolnway is still working on the radio system upgrades and the “cut-over” to the new radios will take place in June. The new County system will integrate in around September or October.

**REAL ESTATE:**

Trustee Donald Lorenz stated there was nothing new to report.

**MUSEUM & FFD HISTORICAL COMMITTEE:**

Chief Grady apprised the Board that Jake Smith has been meeting with the Village’s various Committees regarding the Memorial. Jake also stated to Chief Grady that the plantings have been streamlined, per this Board’s recommendation, with the foliage being a future enhancement.

Chief Grady said he has been passing out the Brick Paver Request forms and donations have been received. The Historical Society contacted Chief Grady yesterday that another donation is forthcoming, as well as, donations from a couple of Homeowners groups.

Jake Smith anticipates the project start date to be the end of July or beginning of August, with a completion date by Labor Day -- barring any unforeseen situations.

**CHIEF OFFICER’S UPDATE – ADDITIONAL INFORMATION:**

Asst. Chief Wilson advised the Board of the following:

- Grants have been approved for upgrading the “bay floor” lighting at Stations 4 and 5; and,
- Currently working on the interior LED lighting upgrade for Station 1.

**CHIEF OFFICER'S UPDATE – ADDITIONAL INFORMATION:** [Continued]

Asst. Chief Wilson noted the “rate of return” for Station 5, over 5 years, is estimated to be a savings of \$10,000.00 on the electric bill.

Asst. Chief Wilson confirmed for Trustee Robert Jacobs that the “clean energy” Grant money goes towards the majority of these projects, with minimal cost to the District.

Asst. Chief Wilson stated our request for additional “collapse” props (concrete tubes) for Station 3 is still pending because the IL Terrorism Task Force Grant Committee did not have a quorum at last month's meeting. Next Wednesday, he (Asst. Chief Wilson) will be at the University of Illinois vigorously presenting and defending our request.

Trustee Robert Jacobs noted a written report from Dennis Merz was submitted to the Board and asked if there were any questions – none were voiced.

**APPROVAL OF PURCHASE ORDERS:**

1. Air One Equipment, \$5,875.00 (New 5” Hose for New Engine 74)
2. Air One Equipment, \$7,648.00 (Replace/Update SCBA Bottles & Supplies)
3. Global Emergency Products, \$7,000.00 (Truck 75 Front Suspension)

In reference to the Air One Equipment purchase order for new 5” hose for the new Engine 74, Asst. Chief Wilson stated this was a previously budgeted item.

A **Motion** was made by Trustee Daniel Rossi, seconded by Trustee Robert Jacobs to approve the Air One Equipment purchase order for new 5” hose for the new Engine 74, in the amount of \$5,875.00, 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, Donald Lorenz and Daniel Rossi. All in favor. Motion carried.

A **Motion** was made by Trustee Donald Lorenz, seconded by Trustee William F. Hoffmeister to approve the Air One Equipment purchase order to replace/update SCBA bottles and supplies and the annual hydro testing on the bottles, in the amount of \$7,648.00, as presented.

Asst. Chief Wilson advised the Board this amount was also included in the SCBA budget for the year.

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.

A **Motion** was made by Trustee William F. Hoffmeister, seconded by Trustee Robert Jacobs to approve the Global Emergency Products purchase order to repair the front suspension on Truck 75 (the 100’ Ariel), for a maximum estimated amount of \$7,000.00, 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, Donald Lorenz and Daniel Rossi. All in favor. Motion carried.

**CORRESPONDENCE:**

Chief Grady reported the following:

- On Saturday, May 3, 2014, at 9:00 A.M., a “Hook & Ladder Memorial Run” fundraiser (“Tiller for a Brother”) will take place at the Will County Fair Grounds, in conjunction with the MABAS 7 Swap Meet. Proceeds from the Memorial Run will be donated to a member of the University Park Fire Dept., who is a colon cancer survivor; and,
- The new water tower, next to Station 4, is being readied to be “fired up” by the Village.

**TRUSTEE COMMENTS:**

None voiced.

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

No requests.

**ADJOURNMENT/RECESS:**

At 5:40 P.M., a **Motion** was made by Trustee Donald Lorenz, seconded by Trustee William F. Hoffmeister 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