

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 17th day of May 2016.

**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, Larry Nice and Daniel Rossi.

Chief Grady, Admin. BC Sean Fierce, Engineer Brian Adcock, Michael L. Orrico (E-One) and Vince Baudek (Pierce) were also in attendance.

Asst. Chief Wilson was absent from said meeting.

**PLEDGE OF ALLEGIANCE:**

All present stood for the Pledge of Allegiance.

**PUBLIC COMMENTS:**

None.

**BID PROCESS FOR PUMPER-TENDER RFP:**

1. Bid Opening – 5:00 P.M.

Trustee Robert Jacobs noted that five (5) bid packets were picked up and the following three (3) had been returned and now opened:

1. Alexis Fire Equipment -- \$662,343.00;
2. Pierce -- \$662,900.00 (with a 100% prepayment option, the price would be \$638,363.00; with a Performance Bond, \$640,352.00); and,
3. E-One -- \$596,782.00 (with a prepayment option, the price would be \$579,726.00. The Performance Bond is included in both prices.)

A **Motion** was made by Trustee William F. Hoffmeister, seconded by Trustee Larry Nice, to refer the Pumper-Tender bids to the Mobile Equipment Committee for further study. 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, Larry Nice and Daniel Rossi. All in favor. Motion carried.

(At 5:13 P.M., Michael L. Orrico and Vince Baudek left the meeting.)

**APPROVAL OF THE MINUTES:**

1. Regular BOT Meeting, April 19, 2016
2. Special BOT Meeting, April 26, 2016

A **Motion** was made by Trustee William F. Hoffmeister, seconded by Trustee Larry Nice, to approve the Regular Meeting Minutes dated April 19, 2016 and the Special Meeting Minutes dated April 26, 2016, 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 Daniel Rossi, to authorize the payment of the Fire Service and Ambulance Fund bills, totaling \$166,437.54, 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, Larry Nice 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:

- “Thanked” everybody, from the bottom of his heart, for everything that has been done for him and his family over the years; and,
- He is very proud of the Board and their action to name Bob Wilson as Fire Chief and their continued work with Sean Fierce. Acknowledged the great friendships and professionalism from Brian Adcock, the crew and Michelle.

On behalf of the Board and everyone, Trustee Robert Jacobs “thanked” Chief Grady for everything he has done and noted that Chief Grady has put Frankfort and the FFPD on the map.

A **Motion** was made by Trustee Robert Jacobs, seconded by Trustee Larry Nice, to allow Chief Grady to continue to represent the FFPD. President Jacobs called for roll call vote: upon the roll being called, the following Trustees voted aye: William F. Hoffmeister, Robert Jacobs, Michael Kavanagh, Larry Nice and Daniel Rossi. All in favor. Motion carried.

**CHIEF OFFICER'S UPDATE:**

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

Chief Grady advised the Board that Asst. Chief Wilson is on his way to Pennsylvania to view the Snorkel-Quint.

**ADMINISTRATIVE BC'S UPDATE:**

Admin. BC Fierce's written report was submitted to the Board.

Admin. BC Fierce highlighted the following items:

- He represented the FFPD at the Dispatch Laraway Communication Center meeting;
- A Caltron representative was at the meeting also and held a question and answer session; and,
- An action plan was developed and will be presented to the full Fire Committee on May 31, 2016.

**RESOLUTION NO. 16-06:** A Resolution of Official Recognition of James M. Grady, III for Outstanding Public Service and Dedication to Improving the Fire Protection and Public Safety of the Residents of the Frankfort Fire Protection District.

**RESOLUTION NO. 16-06:** [Continued]

A **Motion** was made by Trustee Daniel Rossi, seconded by Trustee Larry Nice, to adopt Resolution No. 16-06, 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, Larry Nice and Daniel Rossi. All in favor. Motion carried.

**APPROVAL OF PROPERTY & CASUALTY INSURANCE:**

1. Discussion/Action on Approval of Property & Casualty Ins. Policy
2. Presentation by Les Peach of Horton Insurance
3. Presentation by Dave Christensen of Ideal Insurance

Michelle researched the ESIP product's servicing record, as requested, and reported that three (3) of the four (4) responses were positive. One (1) response noted some difficulties with claims, due to a tornado damaging a large area of Coal City.

The Board held an open discussion.

Chief Grady and the Administrative Staff saw no reason to change insurance providers.

A **Motion** was made by Trustee Larry Nice, seconded by Trustee Daniel Rossi, to stay with VFIS regarding the Property & Casualty Insurance Policy, 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, Larry Nice and Daniel Rossi. All in favor. Motion carried.

**PERSONNEL:**

1. Discussion/Updates on Miscellaneous Personnel Items

Since Asst. Chief Wilson was unexpectedly called to view the Snorkel-Quint, Trustee Daniel Rossi requested the Board "table" the discussion regarding the open Asst. Chief position, until Asst. Chief Wilson returns. A Special Meeting will be scheduled prior to June 1, 2016 to discuss this matter.

The Board concurred.

**FINANCE:**

1. Discussion/Possible Action on Ordinance No. 217
2. Discussion/Possible Action on Ordinance No. 218

**ORDINANCE NO. 217:** [An Ordinance Regulating Open Burning and Nuisance Fires and Setting Fees for Violation of the Frankfort Fire Protection District, Will County, Illinois]

Admin. BC Fierce reviewed the fee schedule in Ordinance No. 217, and mentioned the fees are the same as stated in Ordinance 197. He noted the State Fire Act allows cost recovery from residents of your own Fire District, if the Board of Trustees has an Ordinance stating the fees. The fees are as follows:

- \$70.00 -- per hour, per responder
- \$250.00 -- per vehicle.

A **Motion** was made by Trustee Daniel Rossi, seconded by Trustee Larry Nice, to adopt Ordinance No. 217, 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, Larry Nice and Daniel Rossi. All in favor. Motion carried.

**FINANCE:** [Continued]

**ORDINANCE NO. 218:** [An Ordinance Establishing Fines and Other Penalties for False Fire Alarms for the Frankfort Fire Protection District, Will County, Illinois]

Admin. BC Fierce noted that possible fines for false fire alarms are also cited in Ordinance No. 197. Ordinance No. 218 states the fees and outlines in more detail, when fees are applicable.

A **Motion** was made by Trustee Larry Nice, seconded by Trustee Michael Kavanagh, to adopt Ordinance No. 218, 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, Larry Nice and Daniel Rossi. All in favor. Motion carried.

In reference to Ordinance No. 217, Trustees Jacobs mentioned that a provision exists to allow “recreational fires”, i.e., backyard fire pits.

Chief Grady “thanked” Admin. BC Fierce for his work on the Ordinances and Codes and the Board’s support.

In answer to Trustee Robert Jacobs’ question regarding enforcement of these Ordinances, Admin. BC Fierce stated this relates to his larger vision for the Bureau and the creation of a Fire Marshal position. A “draft” of this plan has been submitted to the Board for review.

It was noted, that these Ordinances would go into effect ten (10) days after the date of publication.

Admin. BC Fierce reiterated that the FFPD can “fine” for alarms, but not for “burning” – cost recovery applies to “burning”.

**MOBILE EQUIPMENT:**

No report.

**COMMUNICATION:**

Admin. BC Fierce advised the Board resumes and polygraph tests are in the process of being reviewed for the Director’s position at the Center. It was the consensus of the Fire and Police Chiefs that the Director will configure the Center’s offices.

**REAL ESTATE:**

Trustee Robert Jacobs noted the old trees have been removed from Station 3 and the new trees are on order.

**MUSEUM & FFD HISTORICAL COMMITTEE:**

No report.

**APPROVAL OF PURCHASE ORDERS:**

1. Air One Equipment, \$5,370.00 [Replacement Bottles]
2. Climate Control Systems, \$7,994.00 [HVAC Replacement Unit]

**APPROVAL OF PURCHASE ORDERS:** [Continued]

A **Motion** was made by Trustee William F. Hoffmeister, seconded by Trustee Michael Kavanagh, to approve the Air One Equipment purchase order, in the amount of \$5,370.00, 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, Michael Kavanagh, Larry Nice and Daniel Rossi. All in favor. Motion carried.

A **Motion** was made by Trustee Larry Nice, seconded by Trustee William F. Hoffmeister, to approve the Climate Control Systems purchase order, in the amount of \$7,994.00, 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, Michael Kavanagh, Larry Nice and Daniel Rossi. All in favor. Motion carried.

Trustee Daniel Rossi requested when more than one bid is received for an item, all the bids pertaining to that item, be given to the Board, along with the recommended bid.

**CORRESPONDENCE:**

None.

**TRUSTEE COMMENTS:**

Trustee Daniel Rossi “thanked” Chief Grady for staying on an additional three (3) years from the time Dan was elected to the Board.

Trustee Robert Jacobs also “thanked” Chief Grady for making his (Bob’s) job easier. He learned a lot and wished Chief Grady all the best.

Trustee Michael Kavanagh noted that Chief Grady made it easy for all the Board members.

The Board agreed to schedule a Special Meeting on May 23, 2016, at 4:00 P.M.


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

None requested.

**ADJOURNMENT/RECESS:**

At 5:55 P.M., a **Motion** was made by Trustee Larry Nice, 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

  
Secretary, Board of Trustees

Transcription by: Carolyn J. Williams, Administrative Receptionist