

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 16th day of September 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:
Robert Jacobs, Michael Kavanagh, Donald Lorenz and Daniel Rossi.

Trustee William F. Hoffmeister and Chief Grady were absent from said meeting.

Asst. Chief Wilson, Lt. Jeff Otte and Eng. Kevin Brow (Local 4338) were also present.

PLEDGE OF ALLEGIANCE:

All present stood for the Pledge of Allegiance.

PUBLIC COMMENTS:

None.

APPROVAL OF THE MINUTES:

1. Regular BOT Meeting, August 19, 2014

A **Motion** was made by Trustee Donald Lorenz, seconded by Trustee Daniel Rossi to approve the Regular Meeting Minutes dated August 19, 2014, as presented. President Jacobs called for a voice vote. All in favor. Motion carried.

APPROVAL OF THE BILLS:

1. Board/Expenditure Report

Asst. Chief Wilson clarified a few expenditures for Trustee Michael Kavanagh.

A **Motion** was made by Trustee Michael Kavanagh, seconded by Trustee Donald Lorenz, to authorize the payment of the Fire Service and Ambulance Fund bills, totaling \$ 174,176.75, as presented. President Jacobs called for a roll call vote: upon the roll being called, the following Trustees voted aye: Robert Jacobs, Michael Kavanagh, Donald Lorenz and Daniel Rossi. All in favor. Motion carried.

CHIEF GRADY'S REPORT:

1. Update on ISO Review

Asst. Chief Wilson advised the Board the FFPD's ISO rating is a "Class 4", and is currently under review.

CHIEF OFFICER'S UPDATE:

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

Asst. Chief Wilson commented on the following:

- Lighting enhancements have been completed for Stations 4 and 5, due to the DECO Grants; and,
- The replacement lighting over the pump pit is on back order for Station 1.

CONCEALED CARRY ARSON INVESTIGATOR/PEACE OFFICER POLICY:

1. Discussion/Possible Action on Policy

Asst. Chief Wilson apprised the Board the policy documents are being reviewed by the attorney and suggested "tabling" the Resolution at this time. The Board concurred with the suggestion.

RESOLUTION 14-08: [A Resolution Adopting the Concealed Carry Arson Investigator/Peace Officer Policy for the Frankfort Fire Protection District, Will County, Illinois]

A **Motion** was made by Trustee Michael Kavanagh, seconded by Trustee Donald Lorenz to table Resolution 14-08 at this time. President Jacobs called for a voice vote. All in favor. Motion carried.

TRUSTEE HANDBOOK:

1. Approve Amendment

Trustee Robert Jacobs stated no action is required on the Trustee Handbook at this time, since Resolution 14-08 was "tabled".

PERSONNEL:

1. Discussion/Updates on Miscellaneous Personnel Items

Trustee Daniel Rossi advised the Board the negotiations with the Union are continuing and hope to be completed in 6-8 weeks.

FINANCE:

1. Discussion/Possible Action on Pension Funding Policy

Trustee Michael Kavanagh noted a presentation on Pension Funding was held this morning.

MOBILE EQUIPMENT:

1. Discussion/Updates on New Ambulance Purchase

Asst. Chief Wilson proposed replacing the Battalion Chief's vehicle and noted it is on the 2014-2015 Capital Vehicle Replacement Schedule. The current 2007 vehicle has been driven over 118,000 miles and has areas of rust on it. He recommended it remain in fleet as a back-up vehicle. The proposed vehicle would be purchased through the State of Illinois Purchase Program, with a delivery time of 10-weeks.

Asst. Chief Wilson stated he will be meeting again with the second ambulance vendor on September 30th. He (Asst. Chief Wilson) anticipates providing additional information to the Board within the next couple of months regarding the proposed purchase. The ambulance would also be purchased through the State of Illinois Purchase Program.

MOBILE EQUIPMENT: [Continued]

The Board briefly discussed the new State Rule, effective January 2015, whereby any purchase over \$20,000.00 requires three (3) competitive bids, but believes a State Purchase would be exempt from this Rule because the bidding process has already taken place.

COMMUNICATION:

Trustee Michael Kavanagh stated the new dispatch system is being tested in all districts and final payment is not required until satisfaction is attained by the districts.

Asst. Chief Wilson mentioned he attended a meeting today, whereby the five (5) Chiefs agreed to make the final payment.

Asst. Chief Wilson informed the Board of the following:

- Testing is continuing on Station 2's "low spot";
- Has met with the five (5) Lincolnway Chiefs, Digital Sky and Brad Veerman regarding this issue and the Chiefs have agreed to add a "Receive" site to the water tower, next to Station 2, as a possible solution;
- A suggestion was also made to add an additional "Receive" site to the water tower by Station 4, but more research is needed on that idea; and,
- In the event any additional "Receive" sites are required, all costs would be covered out of the Lincolnway Savings Account.

REAL ESTATE:

1. Discussion/Possible Action on Station 3 Generator

Trustee Donald Lorenz advised the Board the heating cables for Station 1's roof should be installed in the next few days, per the vendor.

Trustee Donald Lorenz stated the requested AIG Grant for Station 3's generator was not approved.

Asst. Chief Wilson noted the following:

- Money was set aside from the sale of land adjacent to Station 4;
- Station 3 is the only station left with a diesel generator. This generator is functional, but certainly not the best;
- The plan was to up-grade to a natural gas generator -- something more stable;
- Three bids have been obtained for two (2) different types of generators; and,
- Delivery time is 30-40 days to ship, once purchased.

The Board held an open discussion on the generator sizes and costs.

A **Motion** was made by Trustee Daniel Rossi, seconded by Trustee Michael Kavanagh to approve an amount, not to exceed \$60,000.00, for the entire generator and installation at Station 3. President Jacobs called for a roll call vote: upon the roll being called, the following Trustees voted aye: Robert Jacobs, Michael Kavanagh, Donald Lorenz and Daniel Rossi. All in favor. Motion carried.

Trustee Robert Jacobs clarified that only the amount to order was approved. The purchase order for Northern Tool will be placed on next month's agenda.

Trustee Robert Jacobs suggested moving ahead to the "Approval of Purchase Orders" section of the Agenda.

APPROVAL OF PURCHASE ORDERS:

1. CTC, \$9,374.00, 1 year renewal of Wireless Agreement
2. Curry Motors, \$31,667.40, B.C. Replacement Vehicle
3. Karlson Ent., \$5,450.00, LG System
4. Northern Tool, \$25,845.00, Station 3 Replacement Generator

Trustee Michael Kavanagh confirmed with Michelle the CTC renewal amount is the same as last year.

A **Motion** was made by Trustee Michael Kavanagh, seconded by Trustee Daniel Rossi to approve the CTC purchase order, for a 1-year renewal of Wireless Agreement, in the amount of \$9,374.00, as presented. President Jacobs called for a roll call vote: upon the roll being called, the following Trustees voted aye: Robert Jacobs, Michael Kavanagh, Donald Lorenz and Daniel Rossi. All in favor. Motion carried.

In reference to the B.C. Replacement Vehicle, Asst. Chief Wilson stated the light package and radio enhancements are being finalized and explained the "On Star" feature was deleted due to the fact the current vehicle telephone system is transferable.

A **Motion** was made by Trustee Robert Jacobs, seconded by Trustee Michael Kavanagh to approve the Curry Motors purchase order, for the B.C. Replacement Vehicle, in the amount of \$31,667.40, as presented. President Jacobs called for a roll call vote: upon the roll being called, the following Trustees voted aye: Robert Jacobs, Michael Kavanagh, Donald Lorenz and Daniel Rossi. All in favor. Motion carried.

Asst. Chief Wilson noted the Karlson Enterprises, Inc. purchase order is for a wall AC/heat unit in the 2nd floor classroom at Station 3. This item is in the 2014-2015 Budget.

A **Motion** was made by Trustee Daniel Rossi, seconded by Trustee Michael Kavanagh to approve the Karlson Enterprises, Inc. purchase order for the LG System, in the amount of \$5,450.00, as presented. President Jacobs called for a roll call vote: upon the roll being called, the following Trustees voted aye: Robert Jacobs, Michael Kavanagh, Donald Lorenz and Daniel Rossi. All in favor. Motion carried.

Trustee Robert Jacobs stated the Northern Tool purchase order will be put on "hold" at this time.

MUSEUM & FFD HISTORICAL COMMITTEE:

1. Discussion/Updates on Memorial Site

Per Chief Grady, Asst. Chief Wilson said Jake Smith met with Fawn Landscaping this morning regarding the actual mounting/placement in the ground of the "WTC" artifact.

CORRESPONDENCE:

None.

TRUSTEE COMMENTS:

Trustee Daniel Rossi voiced his sincere appreciation for all the work done by the Foundation on the carnival and the 15-20 Firemen and Cadets that helped the "Special Needs" children. He especially noted that Eng. Brian Adcock, Lt. Jeff Otte and FF/EMT Jake Smith practically "lived" at the carnival for 3-4 days making sure everything went well -- they did an incredible job.

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

No requests.

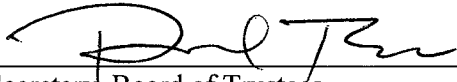
POSSIBLE ACTION TAKEN FROM CLOSED SESSION:

None.

ADJOURNMENT/RECESS:

At 5:50 P.M., a **Motion** was made by Trustee Michael Kavanagh, seconded by Trustee Donald Lorenz 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