

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 April 2017.

**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, Larry Nice and Daniel Rossi.

Trustee Michael Kavanagh was absent from said meeting.

Chief Wilson, Deputy Chief Fierce and Asst. Chief Kinsella were also in attendance.

**PLEDGE OF ALLEGIANCE:**

All present stood for the Pledge of Allegiance.

**PUBLIC COMMENTS:**

None.

**APPROVAL OF THE MINUTES:**

1. Regular BOT Meeting, March 21, 2017

A **Motion** was made by Trustee William F. Hoffmeister, seconded by Trustee Daniel Rossi, to approve the Regular Meeting Minutes dated March 21, 2017, 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 Larry Nice, seconded by Trustee William F. Hoffmeister, to authorize the payment of the Fire Service and Ambulance Fund bills, totaling \$81,964.06, 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, Larry Nice and Daniel Rossi. All in favor. Motion carried.

**CHIEF WILSON'S REPORT:**

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

Chief Wilson advised the Board of the following:

- The potential new hire has passed the psychological/background checks and is proceeding to the medical/physical testing portion of the process;
- Visiting the Pierce plant next week; and,
- At the end of the month, will be on vacation in Mexico.

Trustee Jacobs mentioned a Special Commissioner's Meeting is scheduled for tomorrow to approve the psychological report on the potential new hire.

**CHIEF OFFICERS' UPDATES:**

Deputy Chief Fierce's written report was submitted to the Board.

Deputy Chief Fierce added the following to his report:

- Will be attending the National Fire Academy next week (April 23-28). Simulated Disaster Training is the focal point of the Academy.

Asst. Chief Kinsella had nothing to add to the previous reports.

**INTERGOVERNMENTAL AGREEMENT:****1. Discussion/Approval of IGA with Homer Township Fire Protection District**

Trustee Jacobs advised the Board an Intergovernmental Agreement was presented to the FFPD by the Homer Township Fire Protection District regarding the possible "sharing" of equipment. This document was prepared by Attorney Tom Gilbert at Homer's request and expense. He noted this Agreement has nothing to do with "mutual aid", only the "sharing" of equipment when necessary, with the appropriate insurance rider covering the usage.

The Board held an open discussion and the following points were made:

- Trustee Jacobs – feels the District should approve;
- This Agreement also allows the FFPD to borrow equipment from the Homer Township Fire Prot. District when necessary (reciprocal);
- Chief Wilson – it is a "good faith" effort on Homer's behalf to have something in writing; and,
- Trustee Hoffmeister – expressed concerns regarding the monetary value of the insurance rider.

Trustee Hoffmeister suggested the FFPD have "signed" IGAs on file from the area departments in the event our equipment is requested.

A **Motion** was made by Trustee Larry Nice, seconded by Trustee William F. Hoffmeister, to approve and adopt the Intergovernmental Agreement with Homer Township Fire Protection District, 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, Larry Nice and Daniel Rossi. All in favor. Motion carried.

**COMMISSIONER RE-APPOINTMENT:**

1. Discussion/Possible Action on Re-Appointment of Donna Vegter
2. Updates on Commissioner Vacancy

Trustee Jacobs informed the Board that Donna Vegter expressed interest in being re-appointed to the position of Commissioner.

A **Motion** was made by Trustee Larry Nice, seconded by Trustee William F. Hoffmeister, to re-appoint Donna Vegter to the position of Commissioner, 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, Larry Nice and Daniel Rossi. All in favor. Motion carried.

Trustee Jacobs advised the Board there has been only one (1) response to the Commissioner ad. The application submittal date expires April 28, 2017.

Trustee Jacobs noted that it is the Board of Trustees' responsibility to appoint Commissioners.

**COMMISSIONER RE-APPOINTMENT:** [Continued]

Trustee Jacobs informed the Board that Commissioner Vegter volunteered to sit in on the interviews for the vacant Commissioner position to offer insight regarding the responsibilities of the position.

The Board held an open discussion regarding her offer and voiced no objections.

Trustee Jacobs summarized the interview process discussion as follows:

- The Personnel Committee to schedule applicant interview(s) after the April 28 submission deadline;
- The Personnel Committee makes a possible recommendation to the Board of Trustees;
- If the Board of Trustees approve the recommendation, appointment to be made at the May Board meeting; and,
- If the Personnel Committee feels the applicant(s) does not meet the criteria of the position, the process would begin again with an ad.

**PENSION TRUSTEE RE-APPOINTMENT:**

## 1. Discussion/Possible Action on Re-Appointment of Michael Kavanagh

Chief Wilson stated that Michael Kavanagh, the current Pension Trustee, is conscientious and does maintain his Pension Training hours.

Trustee Hoffmeister mentioned that at one time, Retired Chief Grady expressed an interest in serving as a Pension Board Trustee. Chief Wilson added that he was asked when the last opening occurred and he declined.

A **Motion** was made by Trustee Daniel Rossi, seconded by Trustee Larry Nice, to re-appoint Michael Kavanagh as Pension Trustee, 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, Larry Nice and Daniel Rossi. All in favor. Motion carried.

**PROPERTY & CASUALTY INSURANCE:**

## 1. Discussion/Possible Action on Approval of Property &amp; Casualty Ins. Policy

Chief Wilson advised the Board that each year the Property & Casualty Insurance is reviewed and last year, bids were received from VFIS, Selective and ESIP. This year, only VFIS and Selective (through Horton) submitted bids.

Chief Wilson explained the coverage included in both policies, the premium costs, and noted the following major differences:

- Earthquake deductibles;
- Contents replacement limits;
- “Agreed Values” of vehicles versus Cash Value; and,
- “Mechanically operated carnival rides” coverage.

The Board held an open discussion regarding the insurance bids.

The Chiefs concurred that Horton has given the FFPD great Customer Service.

Chief Wilson stated his recommendation would be Selective, via Horton, based on the coverage and the Premium cost savings of \$14,075.00.

**PROPERTY & CASUALTY INSURANCE:** [Continue]

A **Motion** was made by Trustee Larry Nice, seconded by Trustee Daniel Rossi, to accept the Horton bid for the Selective Insurance Company of America policy, regarding the Property & Casualty Insurance, 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, Larry Nice and Daniel Rossi. All in favor. Motion carried.

**PERSONNEL:**

## 1. Discussion/Updates on Miscellaneous Personnel Items

Chief Wilson stated negotiations are continuing with the Union.

**FINANCE:**

Chief Wilson advised the Board that the 2017-2018 Budget is currently being worked on and once it is in "draft" form, he will meet with the Finance Committee.

Chief Wilson noted our Moody's rating had a slight downgrade, from an Aa3 to Aa2. Deputy Chief Fierce added that although our bond rating is still excellent, the following reasons contributed to the downgrade:

- Close to Chicago;
- In Illinois;
- Recognized the FFPD had a "draw-down" in the Capital Fund a few years ago due to the purchase of new vehicles; and,
- Pension Levy contributions.

**MOBILE EQUIPMENT:**

Chief Wilson advised the Board of the following:

- The Deputy Chief's car has been ordered;
- Going to Pierce on April 25 for final inspection of the new Pumper/Tanker;
- Other FFPD members are also going to Pierce to attend "foam training" on April 26; and,
- Pierce will deliver the new vehicle to Frankfort.

Asst. Chief Kinsella informed the Trustees the 100' Tower Ladder is currently listed for \$350,000.00. Our broker suggested lowering the price to \$330,000.00, if a recent purchase inquiry does not materialize. He also advised to drop the price incrementally, rather than in massive amounts.

Chief Wilson mentioned that Homer and Bensenville also have their Tower Ladders up for sale. Homer is getting out of the Ladder Truck business due to the costs and will utilize Mutual Aid with the area departments.

**COMMUNICATION:**

Chief Wilson mentioned he toured the new Lincolnway Communications facility today and a Finance/Personnel meeting is scheduled for tonight.

Deputy Chief Fierce added that Kaltron and Tyco are intensely competing for the Center's alarm system equipment/monitoring.

**REAL ESTATE:**

Deputy Chief Fierce noted some Eagle Scouts are looking for projects to do. He met with the Scout Master and suggested some possible landscaping projects at Stations 2 and 3.

Chief Wilson advised that he will be meeting with an Eagle Scout's parent on Monday, regarding his son's possible community-wide project of supplying different restaurants with "Preventing Choking" signage. It would be in conjunction with the FFPD, the Chamber of Commerce and the Village.

**MUSEUM & FFD HISTORICAL COMMITTEE:**

Trustee Larry Nice advised the Board of the following:

- The clutch repairs on the 1938 LaFrance are close to being done and inspection to take place tomorrow;
- A couple of additional pictures need to be hung; and,
- Minor clean-up of the Museum area is needed.

**APPROVAL OF PURCHASE ORDERS:**

1. Pierce, \$7,482.22 [2017 Pumper Tender Changes]

Trustee Jacobs reiterated that this purchase order is for additions to the original order.

A **Motion** was made by Trustee William F. Hoffmeister, seconded by Trustee Larry Nice, to approve the Pierce Manufacturing, Inc. purchase order, in the amount of \$7,484.22, 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, Larry Nice and Daniel Rossi. All in favor. Motion carried.

**CORRESPONDENCE:**

None received.

**TRUSTEE COMMENTS:**

None.

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

None requested.

**ADJOURNMENT/RECESS:**

At 6:10 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