

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 5:10 P.M., on the 15th day of August 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 and Larry Nice.

Trustees Michael Kavanagh and Daniel Rossi were absent from said meeting.

A **Motion** was made by Trustee Robert Jacobs, seconded by Trustee Larry Nice, to appoint Trustee William F. Hoffmeister as Secretary Pro-Tem for this meeting. A voice vote was called. All in favor. Motion carried.

Chief Bob Wilson, DC Sean Fierce and AC Paul Kinsella were also in attendance.

PLEDGE OF ALLEGIANCE:

All present stood for the Pledge of Allegiance.

PUBLIC COMMENTS:

No members of the public were present.

APPROVAL OF THE MINUTES:

1. Regular BOT Meeting, July 18, 2017

A **Motion** was made by Trustee Robert Jacobs, seconded by Trustee Larry Nice, to approve the Regular Meeting Minutes dated July 18, 2017, as presented. President Jacobs called for a voice vote. All in favor. Motion carried.

APPROVAL OF THE BILLS:

1. Board/Expenditure Report

DC Fierce noted an invoice (\$92.63) for Anderson Pest Control was listed for approval. The contract has been terminated and Anderson Pest Control confirmed that the FFPD is not liable for that invoice.

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 \$108,963.69 (the original amount of \$109,056.32 less \$92.63), as corrected. President Jacobs called for a roll call vote: upon the roll being called, the following Trustees voted aye: William F. Hoffmeister, Robert Jacobs and Larry Nice. All in favor. Motion carried.

(Due to the late start of the meeting, the Board concurred to conduct the Public Hearing prior to the Chiefs' Reports)

5:15 P.M. PUBLIC HEARING on the Budget and Appropriation Ordinance for the Fiscal Year Commencing June 1, 2017 and Ending May 31, 2018

At 5:15 P.M., President Jacobs called the Public Hearing to order on the Budget and Appropriation Ordinance for the fiscal year commencing June 1, 2017 and ending May 31, 2018.

President Jacobs noted no members of the public were present for the Hearing.

ORDINANCE NO. 223: An Ordinance Providing for the Budget and Appropriations of the Frankfort Fire Protection District, Will County, Illinois for the Fiscal Year Beginning June 1, 2017 and Ending May 31, 2018

A **Motion** was made by Trustee Larry Nice, seconded by Trustee William F. Hoffmeister, to adopt Ordinance No. 223, 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 and Larry Nice. All in favor. Motion carried.

CHIEF WILSON'S REPORT:

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

Chief Wilson noted the following items:

- Lt. Kevin Linhart incurred a small laceration on his forearm requiring stitches, during an extrication drill – he is still in service;
- Local 4338 has filed a Grievance on behalf of one of its members – a response is being prepared;
- Will be meeting with Pat Mannix from Andres Medical Billing to review the billing process; and,
- The Federal "SAFER" Grant has been received - allowing additional personnel to be hired. There are 22 people on the current list. Requested permission to begin the hiring process.

A **Motion** was made by Trustee Larry Nice, seconded by Trustee William F. Hoffmeister to authorize Chief Wilson to begin the hiring process through the SAFER Grant. President Jacobs called for a roll call vote: upon the roll being called, the following Trustees voted aye: William F. Hoffmeister, Robert Jacobs and Larry Nice. All in favor. Motion carried.

CHIEF OFFICERS' UPDATES:

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

Deputy Chief Fierce reported on the following:

- In the process of compiling a "Benefit Book", in the event an FFPD member is hurt or dies in the line of duty; and,
- In reference to testing, Mokena's Chief Stephens, who is heading the co-op hiring, has provided proposed newspaper advertising and website language regarding application submission. Applications will be available as of September 11, 2017.

CHIEF OFFICERS' UPDATES: [Continued]

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

Asst. Chief Kinsella reported on the following:

- Ambulance 74 - still working on the smoke issue;
- T72 – back in service;
- T75 – in need of PM next week;
- Submitted a PO for two (2) new style airbags from Paratech. Original cost was \$7,200 each – was able to negotiate, getting both for \$9,200.00;
- Snorkel 71 – Eric and I will be meeting tomorrow with Spartan representatives regarding the pending issues;
- IT -- submitted a PO (Convergence Technologies - \$18,946.20) to update current wireless links at Stations 2, 4 and 5 to a different frequency range; and, install a new link from Station 1 to the Grainery to support future improvements, such as the new phone system; and,
- Submitted a PO (CCC Technologies - \$26,239.25) for a new phone system that will interconnect the five (5) stations and provide numerous efficiency features.

Chief Wilson commented that the new phone system enables the Department easier interaction with the public and accessibility.

ORDINANCE NO. 224: An Ordinance Deauthorizing a Department Rank for the Frankfort Fire Protection District, Will County, Illinois

Trustee Jacobs reiterated the Attorney's advice regarding the Grievance filed to fill a fourth BC position.

A **Motion** was made by Trustee Larry Nice, seconded by Trustee William F. Hoffmeister, to adopt Ordinance No. 224, 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 and Larry Nice. All in favor. Motion carried.

PERSONNEL:

1. Discussion/Updates on Miscellaneous Personnel Items

Trustee Jacobs suggested the Personnel issues, as well as the update on contract negotiations, be discussed in the Closed Session portion of the meeting. The Board concurred.

FINANCE:

Nothing new to report.

MOBILE EQUIPMENT:

DC Fierce advised the Board the lights have been installed on new 2017 Ford Interceptor (CH72) and the vehicle is now in service. The 2010 Ford Explorer will transition to AC Kinsella and become CH73. The 2007 Ford Expedition will become the BC Reserve vehicle.

COMMUNICATION:

DC Fierce stated today's LWCC Operations Meeting was cancelled. Tyco will begin installing some equipment on our (FFPD) network and Mokena's within the next 2-3 weeks.

REAL ESTATE:

DC Fierce advised that landscaping would be added to Station 1. The work will be done by the Department's personnel.

Chief Wilson apprised the Board that the Foundation has approved the lettering for the proposed sign that designates Station 1 as the "FFPD Headquarters". The sign permit has been applied for with the Village.

MUSEUM & FFD HISTORICAL COMMITTEE:

Trustee Nice reported the Museum is ready to go and will be open on Labor Day.

APPROVAL OF PURCHASE ORDERS:

1. CCC Technologies, Inc., \$26,239.25 [All Station Phone System Upgrade]
2. Convergence Technologies, Inc., \$18,946.20 [Upgrade of Wireless Canopy]

A **Motion** was made by Trustee Larry Nice, seconded by Trustee William F. Hoffmeister, to approve the CCC Technologies, Inc., purchase order, in the amount of \$26,239.25, 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 and Larry Nice. All in favor. Motion carried.

A **Motion** was made by Trustee William F. Hoffmeister, seconded by Trustee Larry Nice, to approve the Convergence Technologies, Inc., purchase order, in the amount of \$18,946.20, 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 and Larry Nice. All in favor. Motion carried.

CORRESPONDENCE:

None received.

TRUSTEE COMMENTS:

Trustee Nice commented that the Chiefs are doing a fine job.

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

At 5:40 P.M., a **Motion** was made by Trustee Larry Nice, seconded by Trustee William F. Hoffmeister, that the Board meet in Closed Session for the purpose of discussing Litigation, Real Estate, Personnel and other Frankfort Fire Protection District business that is allowed to be discussed in Closed Session under the Open Meetings Act. President Jacobs called for a roll call vote: upon the roll being called, the following Trustees voted aye: William F. Hoffmeister, Robert Jacobs and Larry Nice. All in favor. Motion carried.

At 6:41 P.M., a **Motion** was made by Trustee Larry Nice, seconded by Trustee William F. Hoffmeister, to reconvene the Regular Board Meeting. President Jacobs called for a voice vote. All in favor. Motion carried.

POSSIBLE ACTION TAKEN FROM CLOSED SESSION:

As a result of Closed Session, no action was taken

ADJOURNMENT/RECESS:

At 6:43 P.M., a **Motion** was made by Trustee Larry Nice, seconded by Trustee William F. Hoffmeister, that the 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