

**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 13th day of December 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 Robert Wilson and Asst. Chief Sean Fierce 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, November 15, 2016
2. Closed Session Minutes

A **Motion** was made by Trustee Daniel Rossi, seconded by Trustee William F. Hoffmeister, to approve the Regular Meeting Minutes dated November 15, 2016, as presented. President Jacobs called for a voice vote. All in favor. Motion carried.

A **Motion** was made by Trustee Larry Nice, seconded by Trustee William F. Hoffmeister, to approve and release the Closed Session Meeting Minutes dated May 9, 2016 and May 23, 2016, as presented. President Jacobs called for a voice vote. All in favor. Motion carried.

In reference to the Closed Session Meeting Minutes dated September 20, 2016, September 28, 2016 and October 18, 2016, the Board agreed to place these Minutes on the January 2017 Agenda.

**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 \$384,133.95, as presented.

Prior to the vote, Chief Wilson answered Trustee Michael Kavanagh's questions regarding the report.

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 WILSON'S REPORT:**

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

**CHIEF OFFICER'S UPDATE:**

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

**APPROVAL OF THE 2017 BOARD OF TRUSTEE MEETING DATES:**

A **Motion** was made by Trustee William F. Hoffmeister, seconded by Trustee Michael Kavanagh, to approve the 2017 Board of Trustees Meeting dates, as presented. President Jacobs called for a voice vote. All in favor. Motion carried.

**PERSONNEL:**

1. Discussion/Updates on Miscellaneous Personnel Items

Chief Wilson advised the Board of the following:

- The Arbitration Case will be heard at Station 1 on March 6, 2017;
- Lt. Hansen will be off approximately 9 months for shoulder surgery;
- AC Fierce is working on some personnel issues; and,
- Chief Wilson will register all attendees for the Northern Alliance Conference.

AC Fierce reported a letter was received from Local 4338 requesting that an initial negotiation meeting be set by January 16, 2017 in order to reach an agreement prior to the expiration of the current agreement.

**FINANCE:**

1. Discussion on Levy

Chief Wilson stated he would like to meet with the Finance Committee in January to review the Budget and all projects.

**ORDINANCE #221:** [An Ordinance for Levying and Accessing of Taxes for the Frankfort Fire Protection District, Will County, Illinois, for the Year 2016]

The Trustees reviewed and discussed Ordinance #221.

A **motion** was made by Trustee Michael Kavanagh, seconded by Trustee William F. Hoffmeister, to adopt Ordinance #221, 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.

**RESOLUTION #2016-12:** [A Resolution Adopting the Local Government Travel Expense Control Act Policy for the Frankfort Fire Protection District]

The Trustees reviewed and discussed Resolution #2016-12.

A **Motion** was made by Trustee Larry Nice, seconded by Trustee Michael Kavanagh, to adopt Resolution #2016-12, 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.

**MOBILE EQUIPMENT:**

AC Fierce advised the Board of the following:

- The Pumper/Tender is on track;
- Squad 71 is scheduled to be back from Pennsylvania soon. The “punch list” and updates to the vehicle will be done at no cost to the District; and,
- Ambulance 75 has a similar motor problem as Ambulance 72. The problem stems from the Bosch fuel pump and seems to be a common occurrence with Ford motors. Chief Wilson added that this problem occurred around 70,000 miles with both vehicles. Eric Hall spoke directly with the Bosch manufacturer, without any resolution. Other departments in the surrounding area have encountered the same problems.

**COMMUNICATION:**

Trustee Michael Kavanagh reported the new Dispatch Center Committee has issues with the Braidwood Police Dept. coming into the new Dispatch Center.

AC Fierce stated Braidwood was “shopping around” for costs and would not commit to the new Center. He apprised the Board, that at one time, a vote was taken that would allow Braidwood Police to come into the new Center after it was up and running.

Chief Wilson mentioned the Committee felt Braidwood was only “shopping” for a better cost because they are already in a dispatch center.

AC Fierce noted Braidwood was not included in the ETSB when it was submitted to the State of Illinois.

Chief Wilson advised the Board the Intergovernmental Agreement (IGA) for the Dispatch Center will be placed on the January 2017 BOT Meeting Agenda. The Agreement is currently under review.

The Board held an open discussion regarding the formation of the new Dispatch Center, possible costs and updates for the parties effected.

**REAL ESTATE:**

AC Fierce reported Station 2 has heat issues with two (2) of the three (3) heaters in the Bay area. The issues involve the two heaters that are 15 years old. The other heater is 11 years old. Karlson checked the heaters and determined they are out of date and need to be replaced. Artisan Heating was called for a second opinion. They inspected the heaters and will send a repair estimate. The man from Artisan suggested having the fire personnel vacuum the furnaces and replace the filters, as a way to save money. Artisan will visit the stations and provide a quote for a Preventative Maintenance Program.

**MUSEUM & FFD HISTORICAL COMMITTEE:**

Trustee Larry Nice informed the Board of the following:

- The Board will be requested to vote on the Museum’s bathroom installation at the January 2017 meeting; and,
- The LaFrance is being repaired.

In answer to Trustee Daniel Rossi’s question, Trustee Larry Nice stated the Foundation is funding the bathroom project.

**APPROVAL OF PURCHASE ORDERS:**

1. Hustler Diesel Performance, \$10,000.00 (Ambulance 75 Fuel Pump/Injectors)
2. Karlson Enterprises, \$8,950.00 (Station 74 Boiler)

A **Motion** was made by Trustee Michael Kavanagh, seconded by Trustee William F. Hoffmeister, to approve the Hustler Diesel Performance purchase order, in the amount of \$10,000.00, 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, Michael Kavanagh, Larry Nice and Daniel Rossi. All in favor. Motion carried.

A **Motion** was made by Trustee Daniel Rossi, seconded by Trustee Larry Nice, to approve the Karlson Enterprises purchase order, in the amount of \$8,950.00, 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.

**CORRESPONDENCE:**

Chief Wilson reminded everyone the Wreath laying is this Saturday, 9:00 A.M., at the Abraham Lincoln National Cemetery in Elwood.

**TRUSTEE COMMENTS:**

Trustee Larry Nice wished everyone a Merry Christmas and a Happy New Year.

The Trustees echoed his holiday wishes.

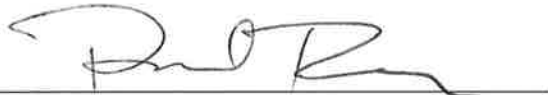
**POSSIBLE CLOSED SESSION PER STATUTE 5ILCS120/2C FOR THE PURPOSE OF DISCUSSING LITIGATION, COLLECTIVE BARGAINING, REAL ESTATE AND PERSONNEL:**

None requested.

**ADJOURNMENT/RECESS:**

At 6:07 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