

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 21st day of February 2017.

CALL TO ORDER:

The Recording Secretary called the meeting to order and asked for a roll call.

Upon the roll being called, the following Trustees answered present:
William F. Hoffmeister, Larry Nice and Daniel Rossi.

Chief Wilson, Asst. Chief Sean Fierce, BC Wally Curtin and Engineer Brian Adcock and Firefighter/Paramedic David Scanlan were also in attendance.

Trustee Michael Kavanagh was absent from said meeting.

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

Trustee Robert Jacobs joined the meeting at 5:26 P.M.

PLEDGE OF ALLEGIANCE:

All present stood for the Pledge of Allegiance.

PUBLIC COMMENTS:

None.

APPROVAL OF THE MINUTES:

1. Regular BOT Meeting, January 17, 2017

A **Motion** was made by Trustee Larry Nice, seconded by Trustee Daniel Rossi, to approve the Regular Meeting Minutes dated January 17, 2017, as presented. President Pro-Tem Hoffmeister called for a voice vote. All in favor. Motion carried.

APPROVAL OF THE BILLS:

1. Board/Expenditure Report

A **Motion** was made by Trustee Daniel Rossi, seconded by Trustee Larry Nice, to authorize the payment of the Fire Service and Ambulance Fund bills, totaling \$151,477.75, as presented. President Pro-Tem Hoffmeister called for a roll call vote: upon the roll being called, the following Trustees voted aye: William F. Hoffmeister, 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'S REPORT: [Continued]

Chief Wilson advised the Board of the following:

- Lt. Ben Hansen is still off from shoulder surgery – rehab estimated to be about six (6) months;
- Lt. Jeff Otte is scheduled to have hand surgery tomorrow – return date to be determined and has submitted a voluntary resignation from the rank of Lieutenant;
- FF Bill Kramer welcomed a baby boy into his family;
- FF Dave Scanlan also welcomed a baby boy into his family;
- Retired Fire Chief Grady is at home recovering from back surgery last week;
- “Thanks” given to all for the “well wishes” to his wife;
- A submission was made to Safer Grant for the possible hiring of additional personnel;
- Dennis Merz and Moe Arroyo submitted and received a Grant from Home Depot to build a “public safety house” at Station 3. Several companies are donating furnishings to complete this project;
- The FFPD will be represented at the March 18th Chamber of Commerce Expo;
- Some Department Policies are being updated;
- The Arbitration Hearing is scheduled for March 6, 2017;
- The “G31” Dispatch meeting is tomorrow night (6 P.M.) at Station 3; and,
- Attended a personnel meeting earlier today regarding the Dispatchers’ salaries, Director’s salary, hiring practices, etc., for the new Center.

Trustee Larry Nice suggested a “recognition” plaque be placed by this safety house honoring the contributors.

Chief Wilson stated the plaque idea is already in the works.

CHIEF OFFICER'S UPDATE:

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

Asst. Chief Fierce added the following to his report:

- “Thanked” the Red Shift for repairing the water leak in the Bunk bathroom and the subsequent remodel of that area at Station 1;
- FFPD posters and displays are being developed for the Chamber Expo; and,
- The FFPD statistical reports will be available soon.

RESOLUTION 2017-01: [A Resolution Appointing Persons to Prepare a Budget in Tentative Form for the Fiscal Year Beginning June 1, 2017 and Ending May 31, 2018]

A **Motion** was made by Trustee Larry Nice, seconded by Trustee Daniel Rossi, to approve Resolution 2017-01, as presented. President Pro-Tem Hoffmeister called for a voice vote. All in favor. Motion carried.

PERSONNEL:

I. Discussion/Updates on Miscellaneous Personnel Items

Trustee Daniel Rossi noted the following:

- Some personnel discussions will take place later in the Closed Session portion of the meeting; and,
- The Arbitration is ongoing and may possibly conclude by March 6.

PERSONNEL: [Continued]

Chief Wilson stated that Contract negotiations have started and are ongoing.

FINANCE:

1. Discussion/Possible Action on Post-Issuance Tax Compliance Report
2. Discussion/Possible Action on Fireworks Contribution with Village

In reference to the Post-Issuance Tax Compliance Report, Trustee Daniel Rossi stated that Chase Bank reviewed the report and approved.

A **Motion** was made by Trustee Larry Nice, seconded by Trustee Daniel Rossi, to approve the Post-Issuance Tax Compliance Report, as presented. President Pro-Tem Hoffmeister called for a voice vote. All in favor. Motion carried.

Trustee Daniel Rossi advised the Board that the Mayor of Frankfort has approached the District regarding the possibility of contributing to the funding of the annual fireworks display via the creation of a “line-item” in the District’s budget.

The Board held an open discussion regarding this matter and the following thoughts were expressed:

- Engineer Adcock – the Foundation donates \$1,000.00 annually to the Kiwanis Club for fireworks, via an invoice. He was advised that a portion of this donation goes towards “Peanut Day” with those proceeds going to the fireworks display;
- Trustee Rossi – the Village has a “line-item” amount in their budget for fireworks;
- Trustee Hoffmeister – Per the Mayor, the Kiwanis Club is restricted as to how much they can donate towards the fireworks, thus the Village needs more money for this event;
- Chief Wilson – feels it is more appropriate that a donation should come from the Foundation, rather than the District, but questions whether the relationship between the District and the Village could be affected if a donation is not made;
- Engineer Adcock – commented that over the past few years, the Foundation has been responsible for more costs regarding the carnival, i.e., fencing, port-a-potties, sod replacement, etc. In addition to these costs, some of the other pay-outs and/or donations the Foundation makes from the carnival proceeds are:
 - \$15,000 – Village of Frankfort
 - \$2,500 – Chamber of Commerce
 - \$2,000 – Lincolnway School Scholarships
 - \$1,900 – Police security for two (2) nights

It was also noted that the FFPD does not charge the Village for EMS services during the Fall Fest;

- Trustee Hoffmeister would like to see the good relationship between the Village and the District continue;
- Trustee Rossi stated that a donation for fireworks through the Foundation is a way to “give back” to the residents;
- Chief Wilson mentioned it would be good “PR” to possibly make a donation to a Village Scholarship Fund or to the sponsorship of an event in Frankfort, i.e., Children’s’ Book Store, Concerts on the Green, Bluegrass Festival, etc., via the Foundation.

Engineer Adcock said he would provide the Board with the annual cost/donation list from the Foundation for their review. The next Foundation meeting is March 15, 2017, 7 P.M., at Station 1.

FINANCE: [Continued]

Engineer Adcock also mentioned that the Kiwanis Club purchases a couple of Memorial Bricks per year.

A **Motion** was made by Trustee Larry Nice, seconded by Trustee William F. Hoffmeister, to “table” the fireworks contribution item until the next Board of Trustees meeting, no action taken at this time. President Pro-Tem Hoffmeister called for a voice vote. Three (3) Trustees voted aye, one (1) Trustee voted nay. Motion carried.

MOBILE EQUIPMENT:

Chief Wilson stated there was nothing new to report.

COMMUNICATION:

Asst. Chief Fierce reminded the Board the “G31” meeting is tomorrow night.

REAL ESTATE:

Chief Wilson said there is nothing new to report regarding the possible annexation of property east of the District’s boundaries.

MUSEUM & FFD HISTORICAL COMMITTEE:

Trustee Larry Nice advised that the installation of the bathroom in the Museum is underway.

APPROVAL OF PURCHASE ORDERS:

None requested.

CORRESPONDENCE:

None.

TRUSTEE COMMENTS:

None.

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

1. Discussion on Succession Planning Due to Vacancy of Lieutenant

At 5:40 P.M., a **Motion** was made by Trustee Larry Nice, seconded by Trustee Robert Jacobs, that the Board meet in Closed Session for the purpose of discussing Litigation, Real Estate, Personnel and any other Frankfort Fire Protection District business that is allowed to be discussed in Closed Session under the Open Meetings Act. President Pro-Tem Hoffmeister 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.

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

At 6:45 P.M., a **Motion** was made by Trustee Larry Nice, seconded by Trustee William F. Hoffmeister, to reconvene the Regular Board Meeting. President Pro-Tem Hoffmeister called for a voice vote. All in favor. Motion carried.

POSSIBLE ACTION ON ITEMS DISCUSSED IN CLOSED SESSION:

A **Motion** was made by Trustee Daniel Rossi, seconded by Trustee Larry Nice, to create a second Assistant Chief position. President Pro-Tem Hoffmeister 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.

A **Motion** was made by Trustee Daniel Rossi, seconded by Trustee Robert Jacobs, to work towards resolving the Grievance before the Arbitration Hearing. President Pro-Tem Hoffmeister 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.

ADJOURNMENT/RECESS:

At 8:47 P.M., a **Motion** was made by Trustee Larry Nice, seconded by Trustee Robert Jacobs, that this meeting be adjourned. President Pro-Tem Hoffmeister 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