

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 May 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 Robert Wilson, Deputy Chief Sean Fierce, Asst. Chief Paul Kinsella and Lt. Jeremy Stukel (Local 4338) 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, April 18, 2017
2. Special BOT Meeting, May 3, 2017

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

A **Motion** was made by Trustee Daniel Rossi, seconded by Trustee Robert Jacobs, to approve the Special Meeting Minutes dated May 3, 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 Daniel Rossi, to authorize the payment of the Fire Service and Ambulance Fund bills, totaling \$199,665.41, as presented.

Prior to the roll call vote, Chief Wilson explained to Trustee Nice the \$110.00 reimbursement paid for the repair/replacement of wires that were accidentally cut during the Confined Space Tech class.

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 that updates on the personal injuries would be addressed during the Personnel portion of the meeting.

**CHIEF OFFICERS' UPDATES:**

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

Deputy Chief Fierce added the following to his report:

- Lt. Jeff Otte will be re-evaluated on June 13. He continues to build strength in his injured arm;
- The Sheriff's Department is vacating the sub-station space, located at Station 3, by June 1. The Cub Scouts/Boy Scouts and/or Sheriff's Cadets may utilize that room; and,
- Attended the Commissioners' meeting last night. The new hire process was discussed – possibly increasing the candidate interview list from 25 to a range of 40-50 and the “format” may also change.

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

Asst. Chief Kinsella added the following to his report:

- The warranty repairs on Snorkel Squad 71 are complete, except for the out riggers;
- Led the Confined Space Tech Class and it went well - many favorable comments received. CART will reimburse the FFPD for the class;
- New hire, Mike Reinbolt, is doing well; and,
- The Illinois Peer Support Team came in last week for three (3) days and spoke to all three (3) shifts regarding the Support Team's interaction with the EAP (Employee Assistance Program). It was noted the Peer Support Team is more “in tune” with issues of a firefighter.

**LIEUTENANT STUKEL REQUEST FOR COLLEGE REIMBURSEMENT:**

Trustee Jacobs mentioned that Board action on College Reimbursement requests are generally based on recommendations from the Chiefs.

Lt. Stukel explained the need and his reasoning for his path of education. He stated he has received money from the FFPD Foundation towards his education expenses in the past.

Chief Wilson made the following comments:

- Funding for individuals outside the bargaining unit follow the same per year parameters as the IL Fire Chiefs' Scholarship Foundation – an Associate \$500; a Bachelor \$1000; a Masters \$2,000;
- The District has allotted funds for education once an individual outside the bargaining unit becomes an exempt Chief Officer;
- A full tuition reimbursement has never been paid out; and,
- Funding comes from the Training budget.

Chief Wilson is concerned with fully funding this education reimbursement because a precedent would be set and it would become too costly for the District.

**LIEUTENANT STUKEL REQUEST FOR COLLEGE REIMBURSEMENT:** [Continued]

Chief Wilson referred this matter to AC Kinsella to research other means of assistance for Lt. Stukel and report back.

In answer to Trustee Rossi's question, Lt. Stukel did not approach the Chiefs prior to this request.

In reference to Trustee Hoffmeister's question if specific criteria is in place regarding reimbursement for education, DC Fierce stated that he is working on incorporating a section entitled "Career Guidance and Counseling" into an employee's review/evaluation. This information would note an individual's goals; assist the Chiefs in determining future Officer promotions; and assist in budgeting for education.

AC Kinsella stated he does not feel this is a concern for the Board; the Chiefs should evaluate this matter. The Board concurred with AC Kinsella.

Lt. Stukel "thanked" the Board for their time and consideration.

Chief Wilson said that in the past, class fee reimbursement was based on "in District" fees charged by Joliet Junior College.

**COMMISSIONER VACANCY:**

1. Discussion/Possible Action on Appointment of New Fire Commissioner

Trustee Jacobs advised the Board that he and Trustee Rossi interviewed two (2) candidates for the position of Commissioner. The interview results will be discussed in the Closed Session portion of the meeting.

**PERSONNEL:**

1. Discussion/Updates on Miscellaneous Personnel Items

Trustee Rossi stated a few items would be discussed in Closed Session.

**FINANCE:**

Nothing new to report.

**MOBILE EQUIPMENT:**

AC Kinsella advised that the FFPD should take delivery of Engine 73 on Friday.

**COMMUNICATION:**

Chief Wilson noted the first invoice has been received from the new Laraway Communications Center and a Deputy Director has been hired. Things are moving along quickly and the project is ahead of schedule.

**REAL ESTATE:**

Nothing new to report.

**MUSEUM & FFD HISTORICAL COMMITTEE:**

Trustee Nice stated the following:

- The Museum should be ready to open in a couple of months;
- The Model T needs to get running; and,
- Need assistance putting the hose and ladders back in place.

**APPROVAL OF PURCHASE ORDERS:**

None presented.

**CORRESPONDENCE:**

None received.

**TRUSTEE COMMENTS:**

Trustee Nice mentioned that Chief is doing a good job.

**POSSIBLE CLOSED SESSION PER STATUTE 51LCS120/2C FOR THE PURPOSE OF DISCUSSING LITIGATION, COLLECTIVE BARGAINING, REAL ESTATE AND PERSONNEL:**

1. Discussion on Step 2 Grievance
2. Discussion on Fire Commissioner Vacancy Candidates
3. Personnel Policy Updates

At 5:50 P.M., a **Motion** was made by Trustee Daniel Rossi, seconded by Trustee Larry Nice, 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 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.

At 7:08 P.M., a **Motion** was made by Trustee William F. Hoffmeister, seconded by Trustee Larry Nice to reconvene the Regular Board Meeting. President Jacobs called for a voice vote. All in favor. Motion carried.

**POSSIBLE ACTION TAKEN FROM CLOSED SESSION:**

A **Motion** was made by Trustee Larry Nice, seconded by Trustee William F. Hoffmeister, to appoint Michael Minogue to the Board of Fire Commissioners. 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.

**ADJOURNMENT/RECESS:**

At 7:10 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