

**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 10th day of November 2015.

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 Grady, Local 4338 Representative Kevin Brow, and Eric Anderson from Piper Jaffray, 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, October 20, 2015

A **Motion** was made by Trustee Michael Kavanagh, seconded by Trustee Larry Nice, to approve the Regular Meeting Minutes dated October 20, 2015, 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 Robert Jacobs, seconded by Trustee William F. Hoffmeister, to authorize the payment of the Fire Service and Ambulance Fund bills, totaling \$92,617.27 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.

CHIEF GRADY'S REPORT:

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

Chief Grady highlighted the following items:

- Had the honor of presenting the "Gold Badge Award" (a line-of-duty death badge) to the family of Volunteer Firefighter Dana Schoolman, from the Ashkum Fire Protection District, on the anniversary date of his death;
- Photos of Trustee Rossi's Grandson, Dominic, receiving a huge Blackhawks' award portrait;
- AC Wilson is at IFSI Fire Officer Leadership School this week;
- Attorney Tom Gilbert is working with the residents east of Harlem Avenue regarding their request for fire service from Frankfort;

CHIEF GRADY'S REPORT: [Continued]

- Sean Fierce is doing a great job and has “many irons in the fire” -- the Firehouse Software being one of them;
- Filed Legislative “slips” (letters) regarding State funding;
- Seeing some growth and development – the EAV is up a bit;
- Crude Oil Training is currently taking place at Station 1; and,
- Interviews for the “7G” positions are in process.

CHIEF OFFICER'S UPDATE:

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

ADMINISTRATIVE BC'S UPDATE:

Admin. BC Fierce's written report was submitted to the Board.

PERSONNEL:

1. Discussion/Updates on Miscellaneous Personnel Items
2. Discussion/Updates on Current Testing Process for New Applicants

Trustee Daniel Rossi confirmed with Trustee Robert Jacobs the Agreement for the Grievance has been signed and completed.

In reference to the new applicant testing, Chief Grady and Mokena's Chief Stephens were present when ninety (90) tests were administered this past Saturday (November 7). The next step is the posting of the exam scores, and then our Commissioners will interview the top twenty-five (25) scoring applicants, in January 2016. A number of individuals testing were “cross-overs” from other departments.

FINANCE:

1. Discussion/Approval of Multi-Year Audit Services
2. Discussion/Approval on Fire Protection Note Refunding Presented by Eric Anderson
3. Discussion on Levy

Trustee Daniel Rossi advised the Board the contract with Sikich ends this year and they presented the following proposal for years 2016 – 2020:

- A 2% overall increase for year 2016 and 2017; and,
- A 3% overall increase for year 2018, 2019 and 2020.

Trustee Daniel Rossi suggested the Board negotiate at a rate of 2% across the five years due to the fact Sikich has said the FFPD audit is easy and the best one they work with.

The Board held an open discussion regarding this matter and agreed to the following:

- Go back to Sikich to negotiate the rate;
- Contact other Fire Districts (who they use and pricing); and/or,
- Possibly obtain other bids.

Eric Anderson from Piper Jaffray explained the Note Refunding “hand-out” and highlighted the following:

- Market volatility – rates declined;
- Private Placement from Chase Bank; and,
- Savings well above the initial projections.

FINANCE: [Continued]

In response to Eric's request to Chase Bank for refunding options, he explained the following three (3) proposed options:

- 8-Year Call Provision – at a rate of 2.81%, with a net savings of \$913,492.00. Investors are locked into the rate for 8 years, after which the District may elect to reissue;
- 10-Year Call Provision – at a rate of 2.78%, with a net savings of \$926,514.00. Investors are locked into the rate for 10 years, after which the District may elect to reissue; and
- No Call Provision – no ability to redeem. Eric does not recommend.

Eric complimented those involved with preparing the Budget – Chase Bank was impressed with the professionalism and detail of the information.

Eric noted the significant savings is due to private placement versus public placement.

Eric advised the Board the “deal” closes on December 1, 2015 and the Notes will be “redeemed in” on January 4, 2016.

Trustee Robert Jacobs confirmed that the refinancing takes place on December 1, 2015, at a “fixed” rate of 2.81%, for the next fifteen (15) years, and at eight (8) years, the FFPD could do a “current” refunding again.

A **Motion** was made by Trustee Daniel Rossi, seconded by Trustee William F. Hoffmeister, to opt for the 2.81% “fixed” rate, with an 8-Year Call Provision for the refunding of these Notes, as presented. President Robert 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.

ORDINANCE #213: [An Ordinance Providing for the Issuance of \$4,660,000.00 Refunding Fire Protection Notes of the Frankfort Fire Protection District, Will County, Illinois, for the Purpose of Refunding Certain Outstanding Obligations of Said Fire Protection District, Authorizing and Directing the Execution of an Escrow Agreement in Connection with the Issue of Said Notes, and Authorizing the Sale of Said Notes to JPMorgan Chase Bank, N.A.]

A **Motion** was made by Trustee Daniel Rossi, seconded by Trustee Larry Nice, to approve Ordinance #213, 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.

Trustee Robert Jacobs noted for the Minutes that Ordinance #213 repealed Ordinance #212 that was passed in August of 2015 regarding that possible refunding.

Trustee Robert Jacobs (a “designated” signee) executed the “Addendum to Term Sheet”.

On behalf of the Board, Trustee Robert Jacobs “thanked” Eric for all his information, explanations and work on this project.

RESOLUTION #2015-06: [Resolution of the Board of Trustees of the Frankfort Fire Protection District, Will County, Illinois, Determining Amount of Money, Exclusive of Election Costs, Estimated to be Necessary to be Raised by Taxation for the Year 2015]

FINANCE: [Continued]

Chief Grady advised the Board that although the EAV has had a small modest increase, the recommended Levy request is not to exceed 5%. Chief Grady added that a more realistic return is about 2-1/4%.

A **Motion** was made by Trustee Michael Kavanagh, seconded by Trustee William F. Hoffmeister, to adopt Resolution #2015-06, 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, Michael Kavanagh, Larry Nice and Daniel Rossi. All in favor. Motion carried.

MOBILE EQUIPMENT:

Trustee William F. Hoffmeister stated the Committee is working on the Vehicle Replacement Plan.

COMMUNICATION:

1. Point to Point Wireless Radio Canopy

Trustee Michael Kavanagh advised that although a lot is going on regarding the State mandated consolidation of Dispatch Centers, there is nothing new to report.

REAL ESTATE:

Trustee Robert Jacobs reiterated the fact a possible fire service area may be added to the District.

Trustee Larry Nice noted the floor resurfacing at Station 4 has not been done yet.

MUSEUM & FFD HISTORICAL COMMITTEE:

No report.

APPROVAL OF PURCHASE ORDERS:

1. CTC, \$5,997.00 [Barracuda 410 Web Filter]
2. CTC, \$11,349.89 [Server hardware]
3. Convergence, \$25,782.93 [PTP 650 Radio Links Stations 2, 3 & 5]

A **Motion** was made by Trustee William F. Hoffmeister, seconded by Trustee Michael Kavanagh, to approve the CTC purchase order, in the amount of \$5,997.00, 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 William F. Hoffmeister, seconded by Trustee Daniel Rossi, to approve the CTC purchase order, in the amount of \$11,349.89, 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 Larry Nice, seconded by Trustee William F. Hoffmeister, to approve the Convergence purchase order, in the amount of \$25,782.93, 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:

None received.

TRUSTEE COMMENTS:

Trustee Michael Kavanagh “thanked” Chief Grady for his part in “over-seeing” the financial position of the District.

Trustee Daniel Rossi noted the effect of the recently requested 7.25% Pension Fund calculation.

Chief Grady “thanked” Michelle for all her work on the radio connection project.

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

None requested.

ADJOURNMENT/RECESS:

At 6:08 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 Pro-Tem, Board of Trustees

Transcription by: Carolyn J. Williams, Administrative Receptionist