

**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 15th day of September 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, Larry Nice and Daniel Rossi.

Chief Grady, Asst. Chief Wilson, Admin. Battalion Chief Fierce and Battalion Chief Curtin were also present.

Trustee Michael Kavanagh was absent from said meeting.

**PLEDGE OF ALLEGIANCE:**

All present stood for the Pledge of Allegiance.

**PUBLIC COMMENTS:**

None.

**APPROVAL OF THE MINUTES:**

1. Regular BOT Meeting, August 18, 2015

A **Motion** was made by Trustee Larry Nice, seconded by Trustee William F. Hoffmeister, to approve the Regular Meeting Minutes dated August 18, 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 Daniel Rossi, seconded by Trustee William F. Hoffmeister, to authorize the payment of the Fire Service and Ambulance Fund bills, totaling \$89,650.40, 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, 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:

- "Thanked" everyone for their work over the Labor Day Weekend festivities;
- Received several complimentary comments regarding the Department's participation in the activities;
- Received a call from a Mrs. Rusco specifically complimenting Engineer/Paramedic Michael Illarde for the medical treatment she had received. She also made a \$50.00 donation;
- "Thanked" all who participated in a "Moment of Silence" regarding September 11, 2001;

**CHIEF GRADY’S REPORT:** [Continued]

- Congratulations to Asst. Chief Wilson for receiving his “Chief Fire Officer” designee for the second time;
- On October 15, the Kiwanis Club will be “recognizing” Firefighter/Paramedic Jacob Smith as “Firefighter of the Year”, as well as his contribution to the “911 Memorial” Project and past Trustee Donald Lorenz for his 53+ years of dedicated service as a Community Volunteer;
- Reminded the Trustees to “RSVP” to Mary Canino regarding the Open House for the new Village Hall Administration building;
- The program for the Northern Alliance Conference, scheduled for January 28-31, 2016, at the Hilton Chicago Oakbrook Hills, is tentatively in place. Eric Anderson (BMO Capital Markets) will be presenting a program on Note Refunding/Budgeting. More information to follow regarding the Conference; and,
- The Cadet Jamboree is scheduled for Saturday, October 17, 2015.

**CHIEF OFFICER’S UPDATE:**

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

AC Wilson highlighted the following items:

- Lt. Nick Peters and the Gold Shift completed a small landscaping project at Station 2;
- The new electric sign at Station 3 is near completion;
- Obtaining a quote from Adler Roofing to add Power Vents to Stations 4 and 5 in an effort to reduce attic heat;
- The floor sealant (plastic coating) at Station 4 is “coming up” – the Contractor (Artlow) has been notified to inspect; and,
- He (AC Wilson) transplanted some Hosta plants from his home to the Memorial site.

In answer to Trustee Larry Nice’s question, there are no plans in place for the old generator.

**ADMINISTRATIVE BC’S UPDATE:**

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

Admin. BC Fierce noted the following:

- Continuing with the current projects – troubleshoot EMS reporting/printing at the hospital, the set-up/configuration of the Fire Recovery program and via the Bureau, reviewing and working to achieve continuity in the Ordinances/Intergovernmental Agreements regarding inspections and fees for the areas (villages/towns) the FFPD services; and,
- As of September 2, 100% of the monthly EMS reports were completed and submitted to the State Department of Public Health.

Asst. Chief Wilson advised the Board that Police Chief Burica would get back to him regarding the maintenance of the Opticom.

Battalion Chief Curtin reported that Fall Fest Sunday was a busy day – had an EMS call, assisted with a house fire in New Lenox and assisted Tinley Park with a “pinned” car accident. It was nice working with the other companies.

**PERSONNEL:**

1. Discussion/Updates on Miscellaneous Personnel Items

Trustee Daniel Rossi informed the Board a Grievance has been filed. It has been reviewed and sent to the Attorneys.

**FINANCE:**

1. Discussion/Updates on Fire Protection Note Refunding

Trustee Robert Jacobs reiterated that Eric Anderson (BMO Capital Markets) advised the Board to “hold” on the refunding, via a note dated September 8, 2015.

**MOBILE EQUIPMENT:**

Trustee William F. Hoffmeister reported the Committee is waiting on information regarding the replacement of a staff vehicle.

**COMMUNICATION:**

Asst. Chief Wilson stated that plans have started to consolidate of the current six (6) Centers down to three (3). A meeting with the State would be scheduled for some time in January 2017 regarding this matter.

**REAL ESTATE:**

Trustee Larry Nice reiterated that Artlow would be out to assess the floor situation at Station 4.

**MUSEUM & FFD HISTORICAL COMMITTEE:**

Trustee Robert Jacobs noted that Trustee Larry Nice had all the plaques hung up in the Museum and “thanked” Trustee Larry Nice and his wife, Joanne, for the time they spent greeting the Museum visitors over the Fall Fest weekend.

Trustee Larry Nice reported that about 150 people visited the Museum.

**APPROVAL OF PURCHASE ORDERS:**

None presented.

**CORRESPONDENCE:**

None received.

**TRUSTEE COMMENTS:**

Chief Grady reiterated the Cadet Jamboree is October 17 at Station 3.

Trustee William F. Hoffmeister mentioned that Enrico’s restaurant would be re-opening, in the near future, in the Vineyards Plaza, where the Wild Rover business had been located.

**TRUSTEE COMMENTS:** [Continued]

Trustee Daniel Rossi expressed his sincere “thanks” to Brian Adcock, Jeff Otte and Jake Smith for all the time they spent working at the Carnival – they were always there. He also mentioned that the “Special Needs” portion of the Carnival was a huge success with about 200 attending. Some of our “red-shirted” station companies also came to assist and interacted with the children and their parents, as well. Per Trustee Rossi’s daughter, “a ton of compliments were expressed by the families”.

Chief Grady said the Cadets also did a “great” job assisting with the “Special Needs” portion of the Carnival.

Trustee William F. Hoffmeister said the Cadets also ran the ice booth and did a fine job there too.

Trustee Daniel Rossi mentioned that a home for “special needs” children, from Park Forest, also brought 20-25 young adults to the Carnival to enjoy the rides.

Trustee Robert Jacobs apprised the Board the Village of Frankfort has proclaimed September 27, 2015 as “First Responder Appreciation Day” in Frankfort. The plaque that was presented to Chief Grady will be displayed in Station 1.

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

None requested.

**ADJOURNMENT/RECESS:**

At 5:35 P.M., a **Motion** was made by Trustee William F. Hoffmeister, seconded by Trustee Larry Nice, 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