Board of Trustees Meeting

Tuesday, September 26, 2023
1080 Armour Road – Station #1

1. **Call to Order:** The Regular Meeting of the BFPD Board of Trustees was called to order by President Myers at 4:00 p.m.
2. **Roll Call:** President, Randy Myers; Treasurer, Bill Hemm; Secretary, Alice Argyelan; Trustee, Rob Casino; Chief, Jim Keener; Battalion Chief Gebhardt; Battalion Chief, Eric Mifflin; and Attorney, John Motylinski.
3. **Public Comment:** None
4. **Approval of Minutes:**
   a. A motion was made by Treasurer Hemm, seconded by Trustee Casino at 4:01 p.m. to approve the Regular Meeting Minutes of August 22, 2022. Motion carried by unanimous voice vote.
5. **Secretary's Report:** None
6. **Treasurer's Report:** Treasurer Hemm reported on fund balances as follows: Peoples Bank Checking $283,578.95; Peoples Money Market $100,125.67; and Illinois Funds $307,159.16 with total deposits of $690,863.78.
7. **Bills for Approval:** Treasurer Hemm made a motion, seconded by Secretary Argyelan at 4:02 p.m. to pay the bills as presented. President Myers questioned if the tires purchased for Tower69 were for two or 4 four tires. B/C Gebhardt confirmed two tires were purchased. Treasurer's Motion carried by unanimous voice vote.
8. **Attorney's Report:** Attorney Motylinski reported on the properties recently annexed to the Village of Bradly with emphasis upon one of the properties and the representation of a fellow attorney from his firm. In addition, Attorney was delighted to report F.O.I.A. requests can no longer include medical information, and expressly allows entity like BFPD to deny the request. State of IL Veto Session will be held in October/November.
9. **Reports:**
   a. Chief's Report: Chief Keener invited Steve Litko and Evan Stahlman to provide an overview of FY2023 Budget and a look at FY2023 recently approved. Review of available funds at year end of FY2023, actual revenues and expenses vs. budgeted. Overall, the department did a good job of budgeting. The remaining line of credit funds will be deposited to Illinois Funds so they will be interest bearing. Mr. Litko reported GEMT will increase to $1,244 per transport. The form will be filed with the State on Monday. Discussion was held concerning the current CBA coming to an end and the limitations in several areas including: Upcoming negotiations, Metro contacts, and the cost of overtime with limited staffing being tough on our tight budget. The need for, and timing of a referendum request was discussed. Chief Keener's report was provided to the Trustees. The Chief's written report was disseminated for everyone to review. Chief Keener highlighted several activities including: Open House event on October 28th; IL Fire Chief's Meeting; IEMA conference Springfield; KACC Advisory Meeting and EMT-B

Class (47 students, hoping for intern program); and the Beyond Hoses and Helmets workshop in Rockford. Discussion ensued about Sikich audit and new benefit audit component.

b. Battalion Chief Report: B/C Gebhardt shared his written report. B/C Gebhardt gave an informative update on the various repairs and upgrades to District Vehicles, and focused on the new A60, which will be completed and then utilized in a conference trade show. The warranty will be extended until the apparatus is returned to the District. B/C Mifflin was in attendance as he will oversee, as a general contractor, the construction of the new concrete pad in front of Station 1. President Myers questioned how many quotes have been received thus far and if the new pad will be extended to Armour Road. B/C Mifflin stated he is waiting on those quotes and B/C Gebhardt responded that the pad will extend to Armour Road. Chief Keener spoke to the experience and expertise of B/C Mifflin in this area of construction.

c. Andres Billing Report: Chief Keener highlighted the written report. The Chief reported rate of payments seems to have increased. Secretary Argyelan questioned if this was due to the new system BFPD purchased. Chief Keener stated the program has been working well. B/C Mifflin stated there are updates still to come, but Emergency Networking has been working well with the District and District members seem to be pleased with the system.

d. Committee Reports:

   i. Building Grounds – No Report

   ii. Birthdays and Anniversaries: Report presented. Of note, Chief Keener happily reported there are six District members who earned recognition. Treasurer Hemm questioned if they might be honored at Oct. 28th Open House. At a minimum, these members will be recognized at the October Regular Meeting of the BFPD Trustee Meeting.

   iii. Lexipol

      1. Second Reading Discuss/Approve

         a. 335 – Unmanned Aerial System
         b. 400 – Fire Inspections
         a. 401 – Permits
         b. 405 – Fireworks Displays
         c. 406 – Hazardous Materials Disclosures
         d. 900 – Health and Safety Officer
         e. 902 – Illness and Injury Prevention Program
         f. 905 – Communicable Diseases
         g. 1001 – Performance Evaluations
         h. 1007 – Educational Incentives
         i. 1023 – Critical Incident Stress Debriefing
         j. 1033 – Temporary Modified Duty Assignments
         k. 1035 – Return to Work
         l. 1036 – Line of Duty Death
         m. 1037 – Line of Duty Death and Serious Injury Notification
         n. 1058 – Discipline of Commissioned or Sworn Personnel
         o. 1061 – Discipline of Non-Sworn Personnel

A motion was made by President Myers, seconded by Treasurer Hemm at 5:09 p.m. Motion carried by unanimous voice vote.

10. **Old Business:**

a. Discuss Sharps Disposal Program. BFPD will not move forward with the program defined in the last meeting due to cost parameters. B/C Mifflin is working on developing an internal policy/procedure for Sharps Disposal.

11. **New Business**:

    a. Opticom: President Myers questioned why some Opticom lights seem to work and others do not. Discussion revolved around what might be an antiquated system.

    b. Discussion/Approve Trustmark Insurance Renewal: A motion was made by President Myers, seconded by Trustee Casino at 5:19 p.m. to approve the annual renewal of Trustmark Insurance. Motion carried by unanimous voice vote.

    c. Discussion/Approve Surplus Equipment: Chief Keener reviewed the list as presented. A motion was made by Treasurer Hemm, seconded by Secretary Argyelan to approve the equipment to be marked as surplus. Motion carried by unanimous voice vote.

    d. Discuss/Approve Annexation of Property Located at 384 Tomagene Dr. Discussion ensued concerning the possible annexation of the property. Following discussion, Chief Keener recommended President Myers creates a subcommittee to address this issue.

12. **Closed Session:** No Closed Session held.

Adjourn

A motion was made by President Myers, seconded by Treasurer Hemm at 5:51 p.m. to adjourn the Regular Meeting of the BFPD Board: of Trustees. Motion carried by unanimous voice vote.

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Alice E. Argyelan, Secretary

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Randy Myers, President