
Bourbonnais Fire Protection District

Board of Trustees Meeting

Tuesday, February 27, 2024

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; Senior Trustee Paul Grzelak, Treasurer, Bill Hemm; Secretary, Alice Argyelan; Trustee, Rob Casino; Chief, Jim Keener; and, Attorney, John Motylinski.
3. **Public Comment** – President Myers encouraged the Trustees to take time to review the District's Public Comment Policy.
4. **Approval of Minutes:**
 - a., b., c. A motion was made by Secretary Argyelan, seconded by Treasurer Hemm, at 4:05 p.m. to approve the Regular Meeting Minutes of Regular Session Meeting dated November 28, 2023; Special Meeting dated January 18, 2024; and Regular Meeting of January 23, 2024. Motion carried by unanimous voice vote.
5. **Secretary's Report:** None.
6. **Treasurer's Report:** Treasurer Hemm reported deposit account balances as follows: People's Bank Checking \$296,476.35, Money Market \$101,888.11; and Illinois Funds \$358,871.13. Chief Keener mentioned Mr. Lavin with Sawyer has left the firm. Chief noted two funds from FEMA which should have been included this month will be on next month's report. A motion was made by Trustee Casino, seconded by President Myers at 4:08 p.m. to approve the Treasurer's report as presented. Motion carried by unanimous voice vote.
7. **Bills for Approval:** Treasurer Hemm made a motion, seconded by Secretary Argyelan at 4:08 p.m. to pay the bills as presented. Motion carried by unanimous voice vote.
8. **Attorney's Report:** Attorney Motylinski reported on initial bills being put forward now that the Illinois General Assembly is back in session. Of note was House Bill 3908; Firefighters Paid Family Leave Act, (mirroring FMLA with the exception of payments not being subtracted from sick or other leave banks); extending the pension funding deadline to 2050 to assist departments in catching up to required funding levels; a bill involving hazmat incidents with provision for departments to recoup attorney fees as a part of settlement; and a bill to allow fire departments to bill nursing homes directly for lift assists.
9. **Reports:**
 - a. Chief's Report: Chief Keener reported on a variety of topics, meetings, and events in which he has been involved, all of which were included in a written report. Chief Keener spoke broadly on a couple of recent personnel issues and recapped a recent fire response in a neighboring community. Chief brought everyone up to date on the OSHA rewrite of the Fire Brigade Standards. The rewrite is available online and open to public comment through May. BFPD already falls in line with most of the additional standards. On behalf of B/C McCreary, Chief Keener reported on those currently enrolled in the fire academy (8); EMT-B class (2); and Paramedic Program (4). Interviews, background checks, and

medical/psychological evaluations will be conducted upon completion of their programs.

b. Andres Billing Report: Chief Keener highlighted the written report.

c. Committee Reports:

i. Building Grounds – Trustee Casino provided an update on updated quotes received from Vital Landscaping which were very reasonable and within the maintenance budget. BFPD will continue to utilize their service in 2024.

ii. Birthdays and Anniversaries: Report presented.

iii. Lexipol

1. Second Reading Discuss/Approve

a. 711 Telephone Usage Protocol

A motion was made by President Myers, seconded by Trustee Casino at 4:41 p.m. to approve policy 711 for second reading and implementation. Motion carried by unanimous voice vote.

10. **Old Business:**

a. Discuss/Approve Referendum: President Myers briefly discussed the upcoming referendum process and informed the board on a group of volunteers formed a “Friends of Bourbonnais Emergency Services” ballot initiative committee. Stephanie Forkenbrock will serve as Chairperson and Kathy Keener as Treasure. The group will work separately from the District. Attorney Motylinski recapped limitations during the ballot initiative for Trustees and District employees when on duty. Potential tax rates were discussed at length with calculations being confirmed, i.e., 0.21% would mean \$127.40 for a \$200,000 home. This item will be brought back for formal approval at the Regular Meeting of the BFPD Trustees in March.

11. **New Business:**

a. Discuss/Approve 2024 Ford Chassis Purchase: Quote received for the Ford Chassis was reviewed and discussed at length. The chassis will be used to replace the one on A64 with is a 2012. Completion of the chassis being delivered and A64 removed and remounted on the new chassis is July 2025. A motion was made by Treasurer Hemm, seconded by Senior Trustee Grzelak at 5:15 p.m. to approve the purchase contract to include utilizing our current 2012 chassis as a trade-in. Motion carried by unanimous voice vote.

b. Discuss/Approve Electrical Supplier Contract Extension: Following a quote presentation by Senior Trustee Grzelak, a motion was made by Trustee Casino, seconded by Senior Trustee Grzelak at 5:20 p.m. to approve the 36-month contract extension AEP. Motion carried by unanimous voice vote.

c, d, e, and f: Discuss/Approve Surplus Kitchen Table, Chairs, Accessories, Gear, Face Pieces, Shop Vac, vehicle computer mounts, Computer mounts, printers and docking station. Following brief discussion, a motion was made by President Myers, seconded by Trustee Casino at 5:24 p.m. to approve disposition of surplus items, donating any items that will be accepted. Motion carried by unanimous voice vote.

12. **Closed Session:** None

Adjourn

A motion was made by Treasurer Hemm, seconded by Trustee Casino at 5:25 p.m. to adjourn the Regular Meeting of the BFPD Board of Trustees. Motion carried by unanimous voice vote.

Alice E. Argyelan, Secretary

Randy Myers, President