
Bourbonnais Fire Protection District

Board of Trustees Meeting

Tuesday, September 24, 4:00 p.m.

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. **Pledge of Allegiance:** Everyone in attendance recited the Pledge.
3. **Roll Call:** President, Randy Myers; Senior Trustee, Paul Grzelak; Treasurer, Bill Hemm; Secretary, Alice Argyelan; Chief, Jim Keener; Battalion Chief, Brian McCrary; and, Attorney, John Motylinski.

Meeting Paused to witness Swearing in of Firefighter/Paramedics Kirk Luoto and Sophia Tunas, (Item 12.c on Agenda) both of whom just passed their National Paramedic Boards. Family, friends, coworkers, and Trustees all congratulated Mr. Luoto and Ms. Tunas on their accomplishments.

4. **Public Comment** – None
5. **Approval of Minutes:**
 - a. and b. These items were tabled until October's meeting.
6. **Secretary's Report:** None
7. **Treasurer's Report:**

No Report.
8. **Bills for Approval:** Following brief discussion and clarification, a motion was made by Treasurer Hemm, seconded by Senior Trustee Grzelak at 4:15 p.m. to approve the bills for payment. Motion carried by unanimous voice vote.
9. **Attorney's Report:** Attorney Motylinski stated there is not much to report as the State legislature is on break. Discussion about need for Truth in Taxation hearing if we are successful in passing a referendum. A tentative Special Board of Trustee meeting was set for Tuesday, November 19, 2024, at 2:00 p.m.
 - a. Discuss Bradley FOIA Request. Brief update provided on a request received and replied to regarding past billing.
 - b. Discuss Questionnaire: Copy of questionnaire included in packet. Board members concurred if this type of information is requested to be filled out, it is best they go to the County Board to request a copy of our Decennial Efficiency Report.

Chief Keener had a couple questions for Attorney Motylinski concerning FSLA when we have staff "acting up" and pension questions when it comes to certain bonuses and stipends. Attorney Motylinski will confirm rules, best practices, and get back with Chief Keener.

10. Reports:

- a. **Chief's Report:** Chief Keener reported on recent grants awarded, one for \$4,000 and another in the amount of \$2,000 for video intubation equipment. A third grant request in the amount of \$90,000 for a station generator is also being submitted. Chief reported on conferences attended, work on referendum activities and #Friday5's.

- b. Ambulance Billing Report: The written report was included in the packet. Chief reported on GEMT Study (\$1,640/transport).
- c. Committee Reports:
 - i. Building Grounds – Brief discussion held about the import of including “prevailing wage” requirements in all RFP’s.
 - ii. Recognition: Birthdays and Anniversaries. Written report presented.

10. **Old Business:**

- a. Discuss/Approve Referendum: Meetings and #Friday5 postings are ongoing. There are volunteers who will be walking door-to-door on September 21. Letters of support have offered by BPD, Sherriff’s Union, Assistance from St. George School District, etc. There will be a family night at St. Paul’s school. Attorney Motylinski reminded Trustees they cannot get involved under the auspices of BFPD.
- b. Discuss/Approve Union Negotiations: Chief stated he and Rich will meet to get signatures. Chief Keener also informed everyone the union is increasing their member dues.

11. **New Business:**

- a. Hearing on Budget & Appropriations Ordinance: A motion was made by President Myers, seconded by Treasurer Hemm at 4: 51 p.m. to open the Public Hearing on Budget & Appropriations Ordinance. Motion carried by unanimous voice vote. No members of the public were in attendance. A motion was made by President Myers, seconded by Treasurer Hemm at 4:51 p.m. to adjourn the Hearing on Budget & Appropriations Ordinance. Motion carried by unanimous voice vote.
- b. Discuss and possible approval of budget ordinance: President Myers questions if there was line item to include the entire ordinance total. Attorney Motylinski stated that is not standard format. place for all various budget and appropriations ordinance for fiscal year ending May 31, 2025: The budget was reviewed and slightly revised. This information will be open to the public for their review and consideration. A motion was made by President Myers, seconded by Senior Trustee Grzelak t 4:55 p.m. to approve Ordinance 092424. Motion carried by roll call vote, with 4 yes votes and 1 member marked absent. Attorney Motylinski will ensure the Ordinance is filed with Kankakee County and properly placed in the Daily Journal.
- c. Discuss/Approve swearing in of Kirk Luoto and Sophia Tunas: Addressed the beginning of the meeting in these Minutes.
- d. Discuss/Approve budget and appropriations ordinance for fiscal year ending May 31, 2025 – This is a duplicate of item 12.6.
- e. Discuss/Approve Village of Bourbonnais Smoke Inspection Fee Ordinance: Chief shared the fact the Village updated their Ordinance to match the Smoke Inspection Fee in place.
- f. Discuss/Approve Metro Agreement: This contract update was discussed as it relates to current staffing levels and the need for additional personnel. A motion was made by President Myers, seconded by Secretary Argyelan at 5:07 p.m. to approve the Metro contract. Motion carried by unanimous voice vote.
- g. Discuss/Approve GEMT: Chief shared the GEMT report submission for this year. It was noted there is legislation to be in place soon, allowing FPD’s to bill for treat/no transport for both Medicare and Medicaid.
- h. Discuss/Approve Bid Purchase for used Command Vehicle: Following discussion of the need for a new vehicle and the savings of having a used vehicle in place to put off a new vehicle purchase, Board agreed and encouraged Chief to pursue the purchase and submit a sealed bid. The vehicle will be kept in the garage once it is cleaned out with a goal of pooling resources and upgrading outdated equipment.

i. Discuss/Approve Surplus Equipment: Chief reviewed the list of equipment. A motion was made by President Myers, seconded by Treasurer Hemm at 5:21 p.m. to approve the equipment as surplus. Motion carried by unanimous voice vote.

12. **Closed Session:** None:

13. **General Updates/Reminders:**

- a. BFPD Open House is October 26.
- b. Town Hall Meeting addressing Referendum Questions October 17 at Village Community Center.
- c. Chief Keener shared leadership exercise he underwent at a recent meeting and took everyone in attendance through the same exercise. Purpose for being sure to look at issues from 360 degrees, question what you are not seeing in order to come to positive outcome.
- d. Treasurer Hemm questioned how it is going at ONU with the football season. The Chief stated it is going well. Billing will be done at the end of the year.
- e. Harris Trial: President Myers questioned if our staff has been called to testify. Chief Keener reported 107 subpoenas. To date, no one has been asked to attend.

Adjourn

A motion was made by President Myers, seconded by Treasurer Hemm at 5:33 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