
Bourbonnais Fire Protection District

Board of Trustees Meeting

Tuesday, December 17, 2024, 4:00 p.m.

1080 Armour Road – Station #1

Minutes

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; Trustee Rob Casino, Chief, Jim Keener; Battalion Chief, Brian McCrary; and, Attorney, John Motylinski.
4. **Public Comment** – None
5. **Approval of Minutes:**
 - a. Approval of the minutes from the November 26, 2024, Regular Meeting of BFPD Board of Trustees: A motion was made by President Myers, seconded by Treasurer Hemm at 4:01 p.m. to approve the minutes as presented. Motion carried by unanimous roll-call vote.
6. **Secretary's Report:** None
- 12.a. Discuss/Approve FYE 5-31-24 Audit: Mr. Brian Lefevre provided an excellent presentation and review of the audit prepared by himself and his team at Sikich Accounting. The audit was done following all AIAPCA and GASB standards. BFPD finance reporting was found to be free of any misstatements. Mr. Lefevre also made note of the fact BFPD pension is just over 100% funded. He complimented the district on their fiscal condition. All fund balances are positive, and district staff were easy to work with. A motion was made by Treasurer Hemm, seconded by Senior Trustee Grzelak at 4:21 p.m. to approve the FYE Audit report as presented. The motion was carried by unanimous roll-call vote.
7. **Treasurer's Report:**

Evan Stahlman from Lauterbach spoke briefly on the audit and ease of working with Sikich team. He also reported there was \$98,000+ received for property tax and is likely the last payment the District will receive this year. District Treasurer, Bill Hemm reported on deposit account balances and current interest rates at People's Bank and Illinois Fund. Attention will continue to be paid to keeping the minimal amount of funds in the checking account with remaining in an interest-bearing account. Ambulance fees continue to be strong and capital fund balance is at 1.9 million. Suggestion made by Chief Keener to have a line item broken out to note savings for apparatus. Everyone agreed.
8. **Bills for Approval:** Following review of the report, a motion was made by President Myers, seconded by Treasurer Hemm to approve the bills for payment as presented. Motion carried by unanimous voice vote.
9. **Attorney's Report:** Attorney Motylinski has filed the levy and has a receipt of the filing. He further reported there is nothing of import to the district having occurred during veto session. There may be an additional session January 2 through 7 prior to new legislators swearing in on

Jan. 8. There continues to be concern about potential changes to Tier 2 and pension windfall bill and how it may financially impact districts, municipalities, and other taxing/pension entities throughout the state. Chief Keener stated he will forward ordinance updates, etc. prepared by Attorney Motylinski for consideration at the January meeting. One of those items includes a solar ordinance. Kankakee County has passed a solar ordinance leading Chief Keener to question if our ordinance needs to reference theirs. The Chief also updated everyone on legal issues regarding the V.A. and ambulance billing.

10. Reports:

- a. Chief's Report: Chief Keener provided a verbal update on a variety of activities in which he has been involved, emphasizing continued efforts to secure grant funds on behalf of the District. Those grants include AFG grant, OSFM Grant, VCOC and EPA grant. Grants such as these can help the district fund much needed projects.
- b. Battalion Chief Report: B/C McCrary highlighted a variety of apparatus repair status including E62, A64, A65 A60 and 65. There are three newly hired members, all of whom are medics with one already being fire certified. Joint hazmat training will take place with CSL on the 26th and 27th.
- c. Ambulance Billing Report: The written report was included in the packet.
- d. Committee Reports:
 - i. Building Grounds – Senior Trustee Grzelak continues to work with B/C Gebhardt on garnering more information on phone systems. He expressed concern on newer systems working via internet.
 - ii. Recognition: Birthdays and Anniversaries. Written report presented. Special congratulations to B/C McCrary on being with the district 25 years as of January 1.
 - iii. Lexipol Policies: Chief informed everyone there will be policies for everyone to review for the January Meeting.

11. Old Business: None

12. New Business:

- b. Discuss/Approve Attending IAFPD Conference: Trustees will not attend this conference but are interested in NIAFP conference at the end of January.
- c. Discuss/Approve 2025 OSFM Fire Station Construction/Rehabilitation Grant: This topic was covered in the Chief's report.
- d. Discuss/Approve Ambulance Billing Capital Fund Revenue \$26,271.88: There was discussion on GEMT, the fact it may not continue into future years, and our current policy for moving \$10,000 and 10% of funds collected to save for future apparatus capital expenses. Treasurer Hemm noted it is yet to be seen how the referendum will fully affect district at this time. More will be discussed at the Strategic Planning meeting next month. No change in policy recommended.
- e. Discuss/Approve Disposition of Surplus equipment. After brief discussion, a motion was made by President Myers, seconded by Secretary Argyelan at 5:22 p.m. to approve the equipment be considered surplus and disposed/donated as appropriate.

13. Closed Session: None

Adjourn

A motion was made Treasurer Hemm, seconded by President Myers at 5:23 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