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*Bourbonnais Fire Protection District*

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***Board of Trustees Meeting***

Tuesday, March 25, 2025, 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 4:01 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, Trustee Rob Casino, Chief, Jim Keener, Attorney, John Motylinski and Admin Brandy Lacy.
4. **Public Comment:** None
5. **Approval of Minutes:**
  - a. Approval of the minutes from February 25, 2025 Regular Meeting of the BFPD Board of Trustees. A motion was made by Treasurer Hemm, seconded by Trustee Casino. Motion carried by unanimous roll-call vote.
6. **Secretary's Report:** None
7. **Treasurer's Report:**

Treasurer Hemm noted bank balances as follows: Peoples Bank Checking \$263,640.95; Money Market \$108,022.24; and Illinois Funds \$130,664.87. A discussion occurred as to the financial benefits of paying off the Peoples Bank loan for the ambulance early. A second discussion occurred about creating a committee to prioritize projects that need to be done using the extra income the district has received. Attorney Motylinski talked about the Pension and how it is 98% funded. Chief Keener requested a budget meeting to take place in May or June.
8. **Bills for Approval:** Following review of the report, a motion was made by Treasurer Hemm, seconded by Trustee Casino, to approve the bills for payment as presented. Motion carried by unanimous voice vote.
9. **Attorney's Report:** Attorney Motylinski discussed several bills that are currently in committee. There were further discussions regarding the subjects of levy caps, assisted living lift assists, and the Family Leave Act.
10. **Reports:**
  - a. Chief's Report: Chief Keener provided a verbal update on a variety of activities in which he has been involved. Chief Keener reviewed a document that analyzed the department's year-to-date call activity. Chief showed the increased volume over the last few years while breaking down call types and location by districts.
  - b. Battalion Chief's Report: Battalion Chief Gebhardt discussed the activities done in the last month. BC Gebhardt also discussed that he

met with PSI. They explained the repairs that they will be making to the pad and around the fire hydrant.

- c. Ambulance Billing Report: The written report was included in the packet. A discussion was had about how the department is being proactive in resubmitting payments that were not initially paid. The department will be requesting an annual review with EMS|MC and Treasurer Hemm would like to be attendance at that meeting.
- d. Committee Reports:
  - i. Building Grounds – Trustee Casino discussed that the committee will be meeting with Memenga about the phone system.
  - ii. Recognition: Birthdays and Anniversaries. Written reports were presented.

11. **Old Business:** None

12. **New Business:**

- a. Discuss/Approve New Investment Strategies: Nothing was discussed.
- b. Discuss/Approve Foreign Fire Tax Monies: Discussion took place during the Chief's report about how Foreign Fire Tax Money is invested and what it can be used for. Attorney Motylinski discussed how the final authorization for purchases is made by the Fire Chief.
- c. Discuss/Approve Corebridge Investment Strategies: A discussion occurred as to the department using Stifel as their representative replacing the current representative due to customer service issues.
- d. Discuss/Approve Legislative Days: A discussion was had and the Trustees will let the Chief or Brandy know ASAP whether they will be attending the event on April 30, 2025 in Springfield.
- e. Discuss/Approve Trustee Appointments with County Board: Trustee Casino's paperwork has been submitted to the Kankakee County Board office.
- f. Discuss/Approve Ambulance Billing Collection Company: A discussion occurred and a proposal from EMS|MC will be submitted prior to the April 22, 2025 meeting.

13. **Closed Session:** None

### **Adjourn**

A motion was made by President Myers, seconded by Senior Trustee, Paul Grzelak at 5:35 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