
Bourbonnais Fire Protection District

Board of Trustees Meeting

Tuesday, May 27, 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 4:00 p.m.
2. **Pledge of Allegiance:** Everyone in attendance recited the Pledge.
3. **Roll Call:** President, Randy Myers; Senior Trustee, Paul Grzelak; Secretary, Alice Argyelan; Trustee Rob Casino, Chief, Jim Keener; Battalion Ken Gebhardt; and, Attorney, John Motylinski.
4. **Public Comment** – None.
5. **Approval of Minutes:** A motion was made by Trustee Casino, seconded by Senior Trustee Grzelak at 4:02 p.m. to approve the minutes from April 22, 2025, Regular Meeting of the BFPD Board of Trustees. Motion carried by unanimous vote.
6. **Secretary's Report:** None.
7. **Treasurer's Report:**
Chief Keener provided an overview of the monthly Treasurer's Report included in the Board Packet.
8. **Bills for Approval:** Following discussion about the bills presented and BFPD general ledger changes to be made, a motion was made by President Myers, seconded by Senior Trustee Grzelak at 4:10 p.m. to approve the bills for payment in the amount of \$186,915.70. Motion carried by unanimous voice vote. Chief Keener thanked the Trustees for submitting questions prior to the meeting so they could be addressed.
9. **Attorney's Report:** Attorney Motylinski was happy to report on the legislation allowing fire protection districts to direct assisted living facilities and nursing homes for lift assists passed both the house and senate. The bill will go into effect January 2026 unless vetoed. The Chief reported on a lawsuit filed by another district's employees was transferred from Kane County to the Central District court.
10. **Reports:**
 - a. Chief's Report: Chief Keener provided a verbal update on a variety of activities in which he has been involved as well as a written report highlighting the past month which included personnel updates. Chief informed the board of upcoming meeting scheduled with neighboring District Chiefs to discuss mutual aide operations and hazmat precautions. Other updates included Pony Farm Subdivision approved by the County Board at 3100N and Rt. 102; Foreign Fire Tax, Mobile Training, EMS Week (department members received wireless chargers), the District has terminated its relationship with current ambulance billing provider and is entering into a new agreement with Lifeline, Prime St. Mary's Hospital designation change, and stand-by services provided to ONU

for graduation. Battalion Chief Gebhart was in attendance and provided the Board with an update. Of note: Arthur Burch will no longer have rentals- sales only and will become Oak Street; vehicle repair and maintenance update as well as specifications being sent out to get quotes on replacing Engine 62; and #64 will be sent out for re-chassis.

- b. Ambulance Billing: This month's report was presented. Chief Keener stated although revenue was higher than budgeted, he will continue to utilize conservative numbers in the next District Budget.
- c. Committee Reports:
 - i. Building Grounds – Battalion Chief Gebhardt provided an update of projects including front pad sections being replaced, redo area where current west wall is and sewer work needing to be done (bids out now); phone/server replacements and IT support (also out for bid). President Myers questioned when the Opticom will be repaired/replaced. BC Gebhardt has been in contact with Outsen and USAA. The issue should be resolved in the next 10 to 15 days.
 - ii. Recognition: Birthdays and Anniversaries. Written reports were presented. Chief made special mention of Paige Korander being with the District 6 Years.
 - iii. Lexipol
 1. Second Reading with Revisions Discuss/Approve
 - a. 218 American with Disabilities Act; 219 Limited English Proficiency Services; 316 Urban Search and Rescue; and 321 Hazardous Material Response. Following brief discussion, a motion was made by Secretary Argyelan, seconded by Trustee Casino at 4:52 p.m. to approve the policies as presented. carried by unanimous voice vote.
 2. Approve Revision to 1103: Wastewater Discharged. Chief Keener stated the revisions were to follow the law. A motion was made by President Myers, seconded by Secretary Argyelan at 4:53 p.m. to approve the revision as presented. Motion carried by unanimous voice vote.
 3. Lexipol Updates – List attached to Agenda: Following Discussion, a motion as made by Secretary Argyelan, seconded by President Myers at 4:55 p.m. to approve the updates to all Lexipol Policies listed except for #215 Purchasing and Procurement. Motion carried by unanimous voice vote. (Policy #'s Updated: 326, 514, 610, 706, 707, 802, 804, 1018, 1025, 1033, 1041, and 1045)

11. **Old Business:** None

12. **New Business:**

- a. Discuss/Approve Blue Cross/Blue Shield Plans: The insurance renewal plans presented were discussed, including how many District members currently have each insurance plan type. A motion was made by President Myers, seconded by Senior Trustee Grzelak at 4:59 p.m. to renew the plans presented which include Blue Cross/Blue Shield and Delta Dental. Motion carried by unanimous voice vote.

- b. Discuss/Approve IAFFPD Golf Outing (8/15/2025): Chief Keener solicited the Board's opinion on having the District Sponsor this upcoming event. Following brief discussion, a motion was made by Secretary Argyelan, seconded by President Myers at 5:02 p.m. to approve a \$500 donation to sponsor the event. Motion carried by unanimous voice vote.
- c. Discuss/Approve GEMT: President Myers made a motion, seconded by Trustee Casino at 5:03 p.m. to retain Lauterbach and Amen once again to prepare GEMT financial request. Motion carried by unanimous voice vote.
- d. Recognition of Fire Academy Graduates: Chief Keener acknowledged the accomplishments of two individuals who have completed their BAF training and have 2 more weekends of Hazmat Training left: FF Dressler and FF Tsilis.
- e. Discuss/Approve SAFER Grant & Fire Presentation Grant: A motion was made by Trustee Casino, seconded by Senior Trustee Grzelak at 5:07 p.m. to approve making an application for these grants. Motion carried by unanimous voice vote.
- f. Discuss/Approve MABAS 7 Swap Meet Tickets (Raffle Tickets): Following brief discussion, a motion was made by President Myers, seconded by Trustee Casino at 5:09 p.m. to approve \$250 donation for MABAS 7 Swap Meet. Motion carried by unanimous voice vote. The tickets were distributed within the department as a token of employee appreciation.

13. **Closed Session:** None

Adjourn

A motion was made President Myers, seconded by Treasurer Hemm at 6:17 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