
Bourbonnais Fire Protection District

Board of Trustees Meeting

Tuesday, July 22, 2025, 4:03 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 4:03 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; and, Attorney, John Motylinski. Chief Keener welcomed FF/Paramedic, Kurk Luoto, who was recently named to BFPD's Pension Board who also was in attendance.
4. **Public Comment** – None.
5. **Approval of Minutes:** A motion was made by President Myers, seconded by Treasurer Hemm at 4:05 p.m. to approve the minutes from May 27, 2025, Regular Meeting of the BFPD Board of Trustees. Motion carried by unanimous vote.
6. **Secretary's Report:** None.
7. **Treasurer's Report:**

Treasurer Hemm reported on current account balances and the fact the first installment of tax receipts were received. Current balances at Peoples Bank of Kankakee County \$1,975,312.38 Checking and \$109,271.54 in Money Market. Illinois Funds balance is \$57,764.86. Mr. Evan Lavin from Sawyer Falduto was present to review our quarterly investment report. The report was thorough and positive, both for safety and earnings from last quarter, year to date and since inception. A motion was made by President Myers, seconded by Trustee Casino at 4:13 p.m. to approve the Treasurer's report as presented. Motion carried by unanimous voice vote.
8. **Bills for Approval:** Following discussion about the bills presented and questions asked concerning specific items, a motion was made by Treasurer Hemm, seconded by Trustee Casino at 4:14 p.m. to approve the bills for payment in the amount of \$158,730.37. Motion carried by unanimous voice vote.
9. **Attorney's Report:** Attorney Motylinski reported on HB 2785 will require fire districts to enter ambulance rates per district into IDPH prior to January 2027, tying rates to districts and not allowing a district to charge their normal rate when mutual aid is provided. Efforts are ongoing to communicate and advocate or Gov. Pritzker to veto the bill in order to fix the payment rates. If nothing is done by August 22nd it will automatically go into law.
10. **Reports:**
 - a. Chief's Report: Chief Keener provided two written reports, one an Operations Report highlighting calls answered thus far this calendar year, and second, his Chief's report highlighting the myriad activities, claims which the District will pay and one that will be sent to our insurance agent. OSFM grants were recently

announced but appeared to include downstate districts only. The chief is hopeful more announcements will be made.

- b. Battalion Chief's Report: This report was also provided to the Trustees in writing including working on fuel usage tracking per vehicle/apparatus, continued investigation on best way to correct pipe issues (i.e., better to line old pipes, or do new). President Myers questioned if a report can be done showing maintenance/repair costs per vehicle/apparatus. The chief reported yes, this is underway. The Chief also spoke about the latest information concerning two types of refurbishments and how to help assess the most beneficial.
- c. Ambulance Billing: This month's report was presented. Chief spoke of discussions with Senator Joyce and Representative Haas regarding better billing of the department for State GEMT portion owed and potential for an end to this program.
- d. Committee Reports:
 - i. Building Grounds
 - 1. There should be a proposal ready for the board, potentially next month. Discussion is ongoing with Kankakee Co. Sheriff and Manteno to co-fund IT support.
 - 2. Front Bathroom Repair: As noted in B/C report, there is more investigation into work needing to be done with the pipes going to the back of the Station and discerning if it is better to replace than re-line.
 - ii. Recognition: Birthdays and Anniversaries. Written reports were presented.
 - iii. Lexipol
 - a. Approve Second reading of Lexipol Policies with Revisions: A motion as made by President Myers seconded by Treasurer Hemm at 4:38 p.m. to approve items a. through j. as listed on the agenda for Second Reading. Motion carried by unanimous voice. These policies will be put in effect and all members/contract employees will need to review and verify their reading on the Lexipol System.

11. **Old Business:**

- a. Discuss/Approve A64 Change Order: Chief Keener reported the new Command Car will be lettered next Wednesday by Nordmeyer graphics. Lights and radios need to be installed on equipment (i.e., Knox box etc.)

12. **New Business:**

- a. Approve Budget Appropriations Ordinance for fiscal year ending May 31, 2026: Chief Keener answered questions concerning the ordinance and encouraged all Trustees to reach out to him if they have any concerns. Attorney Motylinski reminded everyone our Budget needs to be approved by August.
- b. Discuss/Approve Surplus: Chief reported the basement was cleaned out with some items discarded, and others set aside to be sold at an upcoming event, and some items donated to Harbor House. A motion was made by Secretary Argyelan, seconded by Senior Trustee Grzelak to approve the items be marked surplus. Motion carried by unanimous voice vote.
- c. Discuss/Approve Insurance Claims:

- i. Ambulance vs Building and Association Trailer: Chief reported two recent incidents. The ambulance incident will not be sent to insurance, but the Association Trailer (38 cases of fish from fish fry went bad when freezer malfunctioned).
- ii. A member has requested light duty following an incident. Attorney Motylinski will work with Chief Keener to develop a side letter to accommodate the request.
- d. General Updates: KCC graduation is next week. Chief Keener happily reported we have two people graduating. Kankakee Fire requested to borrow an engine. BFPD has a member who is pregnant and may need to have some accommodations.

13. **Closed Session:** None

Adjourn

A motion was made by Trustee Casino seconded by Senior Trustee Grzelak at 4:58 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