
Bourbonnais Fire Protection District

Board of Trustees Meeting

Tuesday, September 23, 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; 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 motion was made by Trustee Casino, seconded by Senior Trustee Grzelak at 4:02 p.m. to approve the minutes from August 26, 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 at Peoples Bank of Kankakee County: \$438,450.74 Checking and \$109,914.41 in Money Market. Illinois Funds balance is \$149,394.18.
8. **Bills for Approval:** Following discussion, a motion was made by President Myers, seconded by Trustee Casino at 4:06 p.m. to approve the bills for payment in the amount of \$402,828.80. Motion carried by unanimous voice vote.
9. **Attorney's Report:** Attorney Motylinski solicited board opinion on bringing this year's Levy to the November 2025 Regular Board Meeting. Everyone concurred.
10. **Reports:**
 - a. Chief's Report: Chief Keener reported a MOU-IGA was temporarily in place in order to allow Kankakee City to borrow E62 last week (Tuesday through Friday); a recent solar farm inspection, potential for new restaurant, new PFAB-free gear required by Jan, 2027, and updates concerning St. Mary's Hospital EMS department and potentially new trauma designations; and working on a potential fitness program opportunities for BFPD personnel. Of note, the investigation into a recent fire at a local restaurant continues.
 - b. Battalion Chief's Report: B/C Gebhardt submitted written reports concerning fuel and equipment repair costs for the Board's information. B/C McCrary was on hand and was delighted to report we have a new, part-time FF/Paramedic, Madison McKee, who will be joining our team. B/C McCrary also mentioned the fine work FF/Paramedic, Paige Koranda is doing with the Fire Buddy Program.

- c. Ambulance Billing: This month's report was presented. Chief spoke of the recent delay in Medicaid payments. Efforts are being made to discern why and what can be done to expedite them.
- d. Committee Reports:
 - i. Building Grounds: Senior Trustee Grzelak and Trustee Casino provided an update on the continued due diligence concerning phone system and computer server and potential work with Kankakee County.
 - ii. Recognition: Birthdays and Anniversaries. Written reports were presented. Of special note, B/C Gebhardt has reached 26 years with BFPD.

11. **Old Business:** None

12. **New Business:**

- a. Discuss/Approve Stifel Account Fees: Following discussion, it was decided to bring this item back to a future meeting when more information is available.
- b. Discuss/Approve Metro Contract: Following a brief discussion concerning the costs, a motion was made by President Myers, seconded by Secretary Argyelan at 4:44 p.m. approve entering a new contract as presented. Motion was carried by unanimous roll call vote.
- c. Discuss/Approve State of Municipality: Chief reminded everyone of this upcoming event and requested Trustees RSVP to him as to whether they will attend.
- d. Discuss/Approve Eagle Scout Dinner: Chief asked Trustees to please let him know if they were interested in attending this event. Comments on the exceptionalism of this newest Eagle Scout, Alexa McCullough, were shared.
- e. Discuss/Approve PSI Proposal for west side wall: A motion was made by President Myers, seconded by Treasurer Hemm at 4:49 p.m. to approve BFPD engage the services of PSI at a cost not to exceed \$7,000. Motion carried by unanimous voice vote.
- f. Discuss/Approve 360 Performance Review: Chief Keener shared information as to the cumulative scoring of the Administrative Assistant's 360 Degree Performance Review. Following discussion, a motion was made by Treasurer Hemm, seconded by Secretary Argyelan at 5:33 p.m. to approve the wage/paid holiday schedule as presented. Motion carried by unanimous voice vote.
- g. Discuss/Approve Ambulance Billing Payments/Residents: Chief explained two recent billing/payment issues regarding ambulance billing. Everyone agreed they were handled as appropriate.

13. **Closed Session:** None

Adjourn

A motion was made by Trustee Casino seconded by Senior Trustee Grzelak at 5:39 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