
Bourbonnais Fire Protection District

Board of Trustees Meeting

Tuesday, October 28, 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; Treasurer, Bill Hemm; Secretary, Alice Argyelan; Trustee Rob Casino; Chief, Jim Keener; Battalion Chief Brian McCrary; Battalion Chief Ken Gebhardt and, Attorney, John Motylinski.
4. **Public Comment** – None.
5. **Approval of Minutes:** A motion was made by President Myers, seconded by Treasurer Hemm at 4:01 p.m. to approve the minutes from September 23, 2025, Regular Meeting of the BFPD Board of Trustees. Motion carried by unanimous vote.
6. **Secretary's Report:** None.
7. **Treasurer's Report:**
 - a Discuss/Approve Sawyer Falduto Report: Prior to the presentation, Treasurer Hemm reported on current account balances at Peoples Bank of Kankakee County: \$174,281.90 Checking and \$110,245.18 in Money Market. Illinois Funds balance is \$921,978.36. Mr. Evan Lavin from Sawyer Falduto was present to review our quarterly investment report. A motion was made by Treasurer Hemm, seconded by Trustee Casino at 4:09 p.m. to approve the Treasurer's Report and Sawyer Falduto Quarterly Performance Report. Motion carried by unanimous voice vote.
 - b Discuss/Approve Lauterbach Amen Report: Evan stated financially, the District and finances are doing well. Questions concerning account balances between September and October Reports were addressed.
 - c Discuss/Approve Peoples Bank Checking & Illinois Funds Account Balances: Discussion held concerning minimum/maximum account balance levels which would trigger moving funds from bank and Illinois funds and Sawyer Falduto. This item will be brought back to the next meeting in November. A motion was made by President Myers, seconded by Secretary Argyelan at 4:18 p.m. as to bank balances.
8. **Bills for Approval:** Following discussion, a motion was made by Treasurer Hemm, seconded by Trustee Casino at 4:19 p.m. to approve the bills for payment in the amount of \$203,803.99. President Myers questioned two entries. The entries were erroneous errors and were corrected with new reports disseminated. Motion by Treasurer Hemm was amended at 4:58 p.m. to approve the Bills for approval to reflect the updated report. Following second by Trustee Casino, the motion carried by unanimous voice vote.

12. **Old Business:** (Addressed out of order to accommodate guests.)

- a. Discuss Empower Presentation: Mr. Martin Gomez from Empower joined the meeting via Zoom link to present options for potential 457B Plans on behalf of BFPD employees. Potential fees associated with moving the plan to this firm were explained. More information will be forwarded to Chief Keener. Once shared with the Board, this item will be brought back to the November meeting.
- i. Discuss/Approve Proposed 2025 Pension Levy: Mr. Kevin Carey from Nyheart joined the meeting via Zoom link to report on behalf of actuarial information concerning BFPD pension balance and percentage of being fully funded. BFPD, according to Mr. Carey, has done an excellent job funding the pension system as they are considered 100% funded. Following the Zoom presentation, the Board and Board Attorney discussed the matter.

9. **Attorney's Report:** Attorney Motylinski spoke to new legislation approved recently in veto session. There were positive changes made to Open Meetings Act allowing those individuals serving in the military being able to attend and vote via remote link and no meetings being scheduled on Election Day. FOIA legislative passed including the ability for an entity to not address junk AI created email requests, the need to prove the requester as being a human, and the actual formal request not being sent via email attachment but fully disclosed in the body of an email. This change was due to potential of cyber security risk of opening an attachment. Tier II discussions continue concerning the potential elimination of all Tier II in Illinois.

10. **Reports:**

- a. Chief's Report: Chief Keener's report was shared prior to the meeting and is located with meeting information in Google Drive. President Myers expressed how nice it was that only 2% of our calls were fire related. Brief discussion was also held concerning IMRF. Chief also spoke of new applicants, 3 of whom passed their tests, and 2 who previously were successful, being ready for continuing the process for employment and current staff who are or who will be placed on light duty.
- b. Battalion Chief's Report: B/C McCrary reported he and B/C Gebhardt are signed up for the Chief Fire Officer Class which will be completed over the next year. Additionally, B/C McCrary spoke of the many training opportunities which are ongoing for BFPD personnel via ISFI, implementation of Vector (by Nov. 1), personnel changes, academy trainees and happily reported a Fire Buddy will receive her Make a Wish (trip to Hawaii) which will be presented at The Grove in Bourbonnais. B/C Gebhardt spoke on school presentations made, school inspections, station enhancements including stairs and removal of retention wall, as well as vehicle/ambulance/engine services ongoing and needed. Of note, A64 will not be back in service until at least December-February timeframe. New area development projects were also discussed.
- c. Ambulance Billing: This month's report was presented. Once previously delayed payments seem to have been made recently and improving.
- d. Committee Reports:
 - i. Building Grounds: Awaiting updated quotes.
 - ii. Recognition: Birthdays and Anniversaries. Special Note congratulating Chief Keener on 35 years of service with BFPD.

11. **Old Business:** None

12. **New Business:**

- a. Addressed earlier in the meeting.
- b. Discuss/Approve Solar Farm Ordinance: Chief Keener shared reasons the County Board may not want to create an ordinance in this matter. No action will be taken at this time.
- c. Discuss/Approve Assessment Complaints: None of the items presented will be addressed.
- d. Discuss/Approve Fire Engine Bid Openings: Following Discussion, the board agreed the bid process will be extended to noon on November 25, 2025, for opening at the November Board Regular Meeting of BFPD Board of Trustees.
- e. Annexation of 384 Tomagene: Following Discussion, a motion was made by President Myers, seconded by Treasurer Hemm at 5:34 p.m. to approve Chief Keener to pursue annexation of this property into the Village of Bourbonnais. Motion approved by unanimous voice vote.
- f. Discuss/Approve Architect of 384 Tomagene: Following discussion, no action was taken. Chief will first pursue a needs assessment.
- g. Discuss/Approve Construction Management Proposal of 384 Tomagene: Discussed with no action taken.
- h. Discuss/Approve Tax Levy: This item will be brought back to the November 2025 meeting.
- i. Addressed earlier in the meeting.
- j. Discuss/Approve First Arriving Proposal: This software program was explained and presented by Chief Keener. The potential cost is \$1,800 for set up and first year and \$900 per year. Following discussion, a motion was made by President Myers, seconded by Trustee Casino at 5:48 p.m. for Chief to pursue the opportunity.
- k. Discuss/Approve IPRF Workers Compensation Policy: Following quick discussion, a motion was made by Treasurer Hemm, seconded by President Myers at 5:49 p.m. to approve the policy at a cost of \$169,233. Motion carried by unanimous voice vote.
- l. Discuss/Approve Bid for Manteno Command Car: Following discussion and questions answered, a motion was made by President Myers, seconded by Secretary Argyelan to approve the \$20,000 purchase price of the former Chief's car from the Manteno Fire Protection District. Motion carried by unanimous voice vote.

13. **Closed Session:** None

Adjourn

A motion was made by President Myers, seconded by Trustee Casino at 5:54 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