
Bourbonnais Fire Protection District

Board of Trustees Meeting

Tuesday, June 24, 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 Ken Gebhardt; Battalion Chief Brian McCrary; and, Attorney, John Motylinski.
4. **Public Comment** – None.
5. **Approval of Minutes:** A motion was made by President Myers, seconded by Trustee Casino at 4:01 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: Peoples Bank of Kankakee County \$165,884.41 Checking and \$108,952.26 in Mondy Market. Illinois Funds balance is \$57,409.75.
8. **Bills for Approval:** Following discussion about the bills presented and questions asked concerning individual items and timing of invoices from a particular vendor, a motion was made by Treasurer Hemm, seconded by Secretary Argyelan at 4:06 p.m. to approve the bills for payment in the amount of \$255,045.05. Motion carried by unanimous voice vote.
9. **Attorney's Report:** Attorney Motylinski reported on a last-minute piece of legislation that passed both chambers in the State of Illinois two days prior to the ending session. Unfortunately, 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. Everyone in attendance will reach out to their local legislators.
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. Of note: Meeting with Chief Laroche and Bradley Mayor and an administrator to discuss concerns regarding operations and hazardous materials; church services at American Lutheran Church to explain partnership with National Fire Safety Council (\$770 donation received); Donation received from Farm & Fleet (\$150); recent audit site visit from IPRF (several items to address); Pony Farm Housing Development meeting; personnel getting surgery needing light duty; Jackie Haas Job Fair (received resume for potential administrative support personnel); MABAS 7/KACC/Local FPD support for KACC to offset student cost of EMT/B program; ETSB Board Meeting

(Tammy Peterson retiring); USSD Digital paging resulted in 10 second increase in ability to get calls out to agencies; \$2000 donation for sonar unit; and several personnel items. In addition, the Chief questioned Attorney Motylinski about separate FEIN numbers for Foreign Fire Board and Firefighter's association. The chief will follow up. Additionally, Chief Keener updated the board on changes to CSL Behring site for providing new fire water main underground. B/C McCrary: Spoke about CSL training program, training with Harbor House, recertification training; two Metro positions to fill, four part-timers have been hired with one more in the works; and Secretary of State review being positive. BC Gebhardt: Reported the Senior Fair went well, a complaint was received concerning a local store which was addressed; specs for Engine 62 went out for bid; sewer line issues still in discussion/discerning costs.

b. Ambulance Billing: This month's report was presented. Chief Keener stated the one amount which was incorrect will be corrected and emailed to the board.

BFPD finished the fiscal year above budget for ambulance billing.

c. Committee Reports:

i. Building Grounds

1. Update New Phone System and 3. Network Management:

Battalion Chief Gebhardt provided an update on these projects.

Discussion ensued and questions were answered. B/C Gebhardt

and the Committee plan to meet with CNG and Advance one

more time to clarify questions and costs. They will bring a

recommendation to the Board at the July meeting.

2. Front Bathroom Repair: As noted in B/C report, the sewer lining

company will be coming to address steps needed to be taken to

correct our problems, which looks like it may be the pipes going

to the back of the Station.

ii. Recognition: Birthdays and Anniversaries. Written reports were presented.

iii. Lexipol

a. First Reading with Revisions Discuss/Approve

A motion as made by Secretary Argyelan, seconded by

Treasurer Hemm at 4:59 p.m. to approve items a. through

j. as listed on the agenda for First Reading. Motion

carried by unanimous voice. These policies will be

brought back to the next meeting for Second Reading and

Approval.

11. Old Business:

a. Discuss/Approve A64 Change Order: Following discussion and questions addressed, a motion was made by President Myers, seconded by Trustee Casino at 5:01 p.m. Motion carried by unanimous roll-call vote.

12. New Business:

a. Discuss/Approve Switching from Corbridge Financial to Empower Investments: Chief Keener spoke of personnel investment opportunities involving the current provider (Corbridge) and the request of personnel to consider other options. Following investigation, it was recommended BFPT move the funds from Corbridge to Empower Investments (Stifel is a local firm). A motion was made by Treasurer Hemm, seconded by Secretary Argyelan

at 5:05 p.m. to approve moving the funds to Empower Investments (Stifel). Motion carried by unanimous voice vote.

- b. Purchase of New Command Car: The purchase specification/pricing was detailed by B/C Gebhardt. Discussion and questions ensued, including vehicle succession/replacement planning. Following discussion, a motion was made by Secretary Argyelan, seconded by Trustee Casino at 5:12 p.m. to approve the purchase of a new command car. Motion carried by unanimous voice vote.
- c. Discuss/Approve Surplus: A motion was made by Treasurer Hemm, seconded by Trustee Casino at 5:14 p.m. to approve the disposal of an HP Printer. Motion carried by unanimous voice vote.
- d. Personnel Issue: Chief Keener reported on a recent issue involving an individual working at BFPD. This issue was discussed, and Attorney Motylinski and Board members provided their opinions on how to move forward. No action was taken at this time.

13. **Closed Session:** None

Adjourn

A motion was made President Myers, seconded by Treasurer Hemm at 5:34 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