
Bourbonnais Fire Protection District

Board of Trustees Meeting

Tuesday, January 27, 2026, 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 and, Attorney, John Motylinski.
4. **Public Comment** – None.
11. **Old Business:**
 - a. Discuss/Approve Fitness Premier Proposal: Michael Orwig and Kean Mraz from Fitness Premier attended the meeting and presented their proposal for BFPD personnel to receive physical fitness activities once per week at the Station as well as membership offers for off-duty access to all the services Fitness Premier has to offer.
7. **Treasurer's Report:**
 - a. Discuss/Approve Monthly Financial Report. Mr. Levin was on hand from Sawyer-Falduto and reviewed the quarterly report for quarter ending December 31, 2025. BFPD continues to be on solid footing with our investments and continues to see nice growth.
 - b. Discuss/Approve People's Bank Checking, Money Market, and Illinois Funds Account Balances: Treasurer Hemm reported the following: Checking: \$283,923.62; Money Market \$111,093.79; and Illinois Funds \$202,459.17. Treasurer Hemm also reported a large payment is being processed for GEMT payment as well as a large ambulance payment which will significantly reduce the checking balance. A motion was made by Trustee Casino, seconded by Senior Trustee Grzelak at 4:33 p.m. to approve the financial reports as presented. Motion carried by unanimous roll-call vote.
5. **Approval of Minutes:** A motion was made by Senior Trustee Grzelak, seconded by President Myers at 4:33 p.m. to approve the minutes from December 16, 2025, Regular Meeting of the BFPD Board of Trustees. Motion carried by unanimous vote.
6. **Secretary's Report:** None.
7. **Treasurer's Report:** Addressed above.
8. **Bills for Approval:** A motion was made by Treasurer Hemm, seconded by Trustee Casino at 4:34 p.m. to approve the bills for payment in the amount of \$176,500.32. President Myers questioned a payment made involving E65, which was a Scribner's error and should have been A65. Motion carried by unanimous voice vote.
9. **Attorney's Report:** Attorney Motylinski spoke about new deduction for overtime premiums and the nuances as to what overtime pay does and does not qualify for the new deduction in regard to

FSLA. This will make payroll recordkeeping more complicated. In addition, Attorney Motylinski explained features of SB1937 involving changes to the pension system, specifically involving Tier II pensions. The impact on employers throughout the State will be immense and impactful.

10. **Reports:**

- a. Chief's Report: Chief reported on tax exemption letters he completed. President Myers and Treasurer Hemm will go look at our ambulance being worked on. Unfortunately, there are paint issues so they will not be bringing it back at that time. As far as training, Chief and B/C McCrary are working on coordinating MABAS 7 training as BFPD will host the next Fire Academy. There will be 18-21 students. Temporary storage pods are already on site for this program. Both B/Cs continue in Chief Fire Officer Training attending the course in Bloomington once per month. Swearing in of Maria Holley and promotion of Jeremiah Romein to Lieutenant will take place at the February Trustee Meeting.
- b. Battalion Chief's Report: Neither B/C was in attendance.
- c. Ambulance Billing: This month's report was tabled.
- d. Committee Reports:
 - i. Building Grounds:

1-2. Discuss/Approve New Phone System/New Computer Network Upgrades & Network Management: Chief highlighted continuing efforts and progress on these items. Ruder Electric has been on site to work on the phone system which should be fully in place soon. Josh Craine continues progress on our computers and network issues. Chief will collaborate with a consultant to redo the Radio Room, at a blanket cost for removal of old, no longer-used equipment and will pay time and material for upgrades.
 - ii. Recognition: Birthdays and Anniversaries. Report was provided in Board packets.

11. **Old Business:**

- a. Fitness Premier: Trustees discussed the benefits and potential obstacles to instituting the programs offered. Everyone concurred any programs to improve the health and fitness of our employees is valuable. Chief will get answers to questions brought up during discussion. This will be brought back to the next meeting.

12. **New Business:**

- a. Discuss/Approve Bourbonnais TIF Distribution: Chief reported we received \$5,000 from the TIF district. A formal written report will be disseminated to everyone in the next couple of days.
- b. Discuss/Approve Compensation for Administrative Assistance: With the addition of the Vector time clock program, Chief described variances in recording recent hours. Everyone agreed the Administrative Assistant must clock in and out for all hours worked as they are worked. A review of Lexipol policies will be done to ensure our policy is clear in this matter. One other pay issue was discussed for a different employee. Chief will follow up on recommendations made. This will be brought back to the February meeting.
- c. Discuss/Approve B/C Gebhardt and B/C McCrary Annual Review: This was tabled until the February meeting.

13. **Closed Session:** None

Adjourn

A motion was made by President Myers, seconded by Senior Trustee Grzelak at 5:14 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