
Bourbonnais Fire Protection District

Board of Trustees Meeting

Tuesday, January 26, 2021
1080 Armour Road – Station #1

1. **Call to Order:** The regular meeting of the BFPD Board of Trustees was called to order by President Randy Myers at 4:08 p.m.
2. **Roll Call:** Trustee Randy Myers, Senior Trustee Paul Grzelak, Treasurer William Hemm; Secretary, Alice Argyelan; Trustee Rob Casino (Casino until 5:00 p.m.); Chief Ed St. Louis; Deputy Chief Jim Keener; Battalion Chief Mifflin, and Attorney Tom Gilbert were in attendance.
3. **Public Comment:** No public comment.
4. **Approval of Minutes:** Motion was made by Treasurer Hemm, seconded by Trustee Casino at 4:09 p.m. to approve the minutes of the Regular Session Meeting of December 22, 2020. Motion carried by unanimous voice vote.
5. **Secretary's Report:** None
6. **Treasurer's Report:**
 - A. Treasurer Hemm reported interest accrued on credit cards in the amount of \$1,180.39 was moved to Capital Funds. A motion was made by Treasurer Hemm, seconded by President Myers at 4:10 p.m. to approve the Treasurer's report as presented. Motion carried by unanimous voice vote.
 - B. Veteran's Administration: Treasurer Hemm disseminated a copy of correspondence written to US Congresswoman Robin Kelley, seeking assistance in getting the V.A. to remit to BFPD the payments owed, currently totaling over \$50,000. Ms. Argyelan suggested an email version of the letter be sent to her congressional office. The trustees thanked Treasurer Hemm for proceeding in this manner.
 - C. GEMT: GEMT report was presented. Senior Trustee Grzelak questioned the frequency of GEMT payments being received. Treasurer Hemm reminded everyone there is a 49/51% split between BFPD and State of Illinois, noting he signed a check today for \$57,301.53 owed the State. D/C Keener explained monies trickle in over time and remittance to the State is due quarterly. Secretary Argyelan requested we check with accounting to possibly create a liability account on the General Ledger where any funds received, owed to the State are noted. This will assist in balancing funds quarterly with the GEMT reports from the State of Illinois. Treasurer Hemm further reported GEMT has been bogging down Andres making remittance to the District slow. D/C Keener mentioned the accountant will make himself available for semi-annual budget reviews. Everyone concurred this is a great idea.
7. **Bills for Approval:** A motion was made by Treasurer Hemm, seconded by Secretary Argyelan at 4:19 p.m. to approve the bills for approval as presented. President Myers questioned an amount billed by EVS. D/C Keener will investigate and get back to President Myers. Motion carried by unanimous voice vote.
8. **Attorney Report:** Attorney Gilbert spoke on the following:
 - A. Pension Board met yesterday evening. It has been suggested by the Illinois Department of Insurance the board members have designated term limits. Attorney Gilbert suggested this item be placed on the February Agenda to approve appointees

and their corresponding terms, which will include President Myers and Vern Mitchell.

- B. Pension Payment: Following a review by an actuarial, the amount levied by the District for our pension payment is more than the minimum requirement. Following discussion, everyone concurred to leave the payment as is considering the tight financial times and unknown strains on the pension moving forward. This will be brought back to the February meeting for a formal motion and consideration for approval.

9. Reports:

- A. Chief's Report: Chief St. Louis called everyone's attention to his monthly report included with the meeting packet.
- B. Deputy Chief's Report: D/C Keener reported on the following:
 - 1. Engine 63: B/C McCrary and Engineer Heid will travel to inspect the work on Engine 63. If it is complete, they will bring home. If anything is yet to complete or not to standard, Pierce Manufacturing will cover the cost of delivering to the Station. No invoices will be remitted until the Engine 63 is completed to satisfaction. Once complete, this vehicle should last another 10-12 years. Everyone concurred it is money well spent in relation to the prohibited costs of a new vehicle.
 - 2. Personnel Onboarding: Three incoming firefighters included in the Safer Grant have completed most of their testing and screening process. It is anticipated they will be installed February 9, 10 and 11. They will attend the February Trustee Meeting for an official swearing in.
 - 3. Calendar Year 2020 Operational Report: D/C Keener review the report as submitted. Questions were asked and discussion ensued. Everyone was appreciative for the information and support the prospect of utilizing for public education so the general public better understands the import and impact of their local fire district. Recommendation to discuss and review lift-assist remuneration was tabled for a future meeting.
 - 4. District Consolidation of Resources: Chief Keener reported on what other area districts are doing in this regard. Discussion ensued. Everyone in attendance agreed in the potential for sharing resources to help meet the growing demand, high cost of equipment, and diminishing financial resources. D/C Keener will keep a pulse on what is transpiring via the Fire Chief's Meetings and MABAS meetings. President Myers suggested the Regional Trustees Meetings be utilized as an additional method of communication in this regard.
- C. Andres Billing Report: D/C Keener reviewed the Andres report, noting the term "profit" will need to be removed as the District provides no services at a profit.
- D. Committee Reports:
 - i. Discuss/Approve First Reading of Lexipol Policy and Procedures: There were no policies for first review. D/C Keener stated employee reviews are beginning to occur. Work on an OSHA policy will be initiated. D/C Keener will forward some specifics to Lexipol.
 - ii. Recognition: Senior Trustee Grzelak reviewed plans being developed to honor Chief Ed St. Louis as his last day of work at BFPD is February 26, 2021. In addition, February 13 is the tentative date to celebrate the retirement of Jerry Boudreau. Treasurer Hemm suggested some form of recognition be done for retiring Fire Commissioner, Terry Lewis. Following short discussion, it was determined something will take place when he returns to town later this year.

- iii. Discuss/Approve Tomagene Improvement Projects: D/C Keener updated everyone on this rehab project undertaken by Metro and their request for input on siding color. President Myers requested light grey. D/C Keener will inform them of this choice.
- iv. Senior Trustee Grzelak reported on the results of the elections for the Combined Pension Board. Apparently, there is no representation from the Fire Department community on the new board. Senior Trustee stated IAFFPD is working to install at least one person from this profession. Senior Trustee Grzelak also spoke about the upcoming Fire Call Edition and continuing education program available. He further briefed everyone on plans for the upcoming conference June 24 to 26, to be held in Champaign by U of I property. Plans include one day for a trade show and 1 day of classes.

10. **Old Business:** None

11. **New Business:**

- A. Discuss/Approve Metro Paramedic Agreement: Chief St. Louis briefed everyone concerning this agreement, which extends the current contract through September 30, 2021. A motion was made by President Myers, seconded by Senior Trustee Grzelak at 5:10 p.m. to approve the extension as presented. Motion carried by unanimous voice vote. President Myers signed the Agreement on behalf of the Board.
- B. Discuss/Approve T69 Refurb Quote: D/C Keener provided an overview of the variety of refurbishments needed for this vehicle. While the quote is not yet complete, D/C Keener pointed out the replacement cost for T69 is around the 1.5 million dollar mark. Refurbishment may be somewhere between \$200,000 and \$300,000, which would extend the life by about 10 to 12 years. D/C Keener will update the board when a more firm quote is received. Treasurer Hemm questioned the difference between the original quote for Engine 63 and the eventual cost. D/C Keener noted it is impossible to know everything that is wrong once the refurbishment begins. The original quote was \$123,000 and we could be looking at \$200,000+; again, much less than replacement of this engine.

12. **Closed Session** – No Closed Session held.

Adjourn

A motion was made by President Myers, seconded by Senior Trustee Grzelak at 5:22 p.m. to adjourn the Regular Meeting of the BFPD Board of Trustees. Motion carried by unanimous voice vote.

Posted by:

Alice E. Argyelan, Secretary
Board of Trustees
Bourbonnais Fire Protection District