
Bourbonnais Fire Protection District

Board of Trustees Meeting

Tuesday, December 28, 2021

1080 Armour Road – Station #1

1. **Call to Order:** The special regular meeting of the BFPD Board of Trustees was called to order by Senior Trustee Grzelak at 4:01 p.m., at which time, a motion was made by Treasurer Hemm, seconded by Trustee Casino to appoint Senior Trustee Grzelak as President Pro-Tem. Motion carried by unanimous voice-vote.
2. **Roll Call:** President Pro-Tem Paul Grzelak; Treasurer, William Hemm; Secretary, Alice Argyelan; Trustee Rob Casino, Chief, Jim Keener and Attorney, John Molinsky,
3. **Public Comment:** None
4. **Approval of Minutes:** A motion was made by Treasurer Hemm, seconded by Trustee Casino at 4:02 p.m. to approve the minutes from the November 23, 2021, Regular meeting of the Bourbonnais Fire Protection District Trustee Board Meeting. Motion carried by unanimous voice-vote.
5. **Secretary's Report:** None
6. **Treasurer's Report:** Treasurer Hemm reported on account balances: Illinois Funds \$75,106.79; People's Bank \$308,893.36. GEMT payment made December 27th in amount of \$71,047.87.
7. **Bills for Approval:** Treasurer Hemm informed the board there were two identical check amounts of \$80.92; this was not an error, but an intentional fulfillment of amounts owed. Treasurer Hemm questioned the specifics of why there was a large amount included for garage door repair. Chief Keener stated three panels were damaged and needed replacement and repair on a weekend. The incident on how the panels were damaged is under investigation. Chief Keener arranged for Door Masters to keep 2 panels on site as they are hard to come by. A motion was made by Treasurer Hemm, seconded by Secretary Argyelan at 4:06 p.m. to approve bills for payment. Motion carried by unanimous voice-vote.
8. **Attorney Report:** Attorney Molinsky reported on legislative movement stating the General assembly is potentially closing a loophole due to efforts made by MABAS which will allow Fire Districts the same leeway as Police Department when it comes to fundraising raffles. Attorney Molinsky also reported on a lawsuit filed regarding the pension consolidation; stating he expects a decision in the next week or so and does not believe anything will be approved to undue the consolidation. Attorney Molinsky stated Tom Gilbert is in Florida for the winter months and made a request that if a referendum will be in the future, to please inform Attorney Molinsky so proper documentation can be complete in a timely manner. Treasurer Hemm questioned if BFPD pension funds had been transferred, to which Chief Keener stated final receipts were received.
9. **Reports**
 - a. Chief's Report: A written report was disseminated. Chief highlighted several items including a recent OSHA Consultant Inspection (items noted in the inspection will be addressed to ensure compliance); Chief assisted Manhattan

Fire District with an EAV Manpower Survey; work with Standard and advertising companies regarding the upcoming 2022 testing process; and Verizon updates which including taking some equipment out of service and air cards being removed.

- b. Battalion Chief's Report: Battalion Chief Mifflin's report was included in the Agenda Packet. No oral report given.
- c. Andres Billing Report: Total GEMT Collected to date in FY 21/22 in the amount of \$177,209.63 of which \$90,376.91 is the State's portion and \$86,832.72 is BFPD share. As noted earlier in this evening's meeting, a partial payment was made to the State in the amount of \$71,047.87. Chief Keener then noted Bradley fire has six individuals out on COVID at this time and the Superior Rig in our bay does not have the personnel to be in service. Currently there is no ALS Service for Kankakee County. EMS and Firefighter services are in dire need.
- d. Committee reports:
 - i. Recognition
 - 1. Birthdays – List presented
 - 2. Work Anniversary – List Presented. Secretary Argyelan questioned whether there is recognition for anniversaries occurring every five years. President Pro-Tem Grzelak suggested a Trustee or two present recognitions during their shift. Chief Keener stated he will look into resurrecting a program.

10. Old Business:

A. Discuss Approve Surplus List.

- 1. Helmet List – Presented. Secretary Argyelan questioned if they might be useful to KACC's Fire-Rescue-EMS program. Chief Keener will follow up on this.
- 2. Hose List – List Presented. Chief Keener noted some coupling links were able to be sent for repair. As for the rest, they may be useful to Bourbonnais Public Works or Bourbonnais Little League. A motion was made by Treasurer Hemm, seconded by Secretary Argyelan at 4:27 p.m. to approve the equipment be considered surplus and disposed/donated per Chief Keener's discretion. Motion carried by unanimous voice-vote.

- B. Discuss/Approve Referendum: Chief Keener spoke of a recent conversation Hollice Clark who noted he experienced no approved referendum in his years of service and with St. George School District Superintendent, Helen Boehrsen concerning her district's successful referendum which, passed by a commanding majority. Ms. Boehrsen stated her willingness to meet with the Board of Trustees on January 15th at 9:00 a.m. Discussion ensued. Treasurer Hemm noted the three things which need to be determined ASAP are: Rate amount requested, choice of election cycle for referendum, and the amount of funding to be made available. Chief Keener will follow up with Ms. Boehrsen to confirm the date. A meeting Notice and Agenda will be posted in advance of the meeting. Chief St. Louis, Retired disseminated his thoughts on the December 15th meeting to everyone in attendance.

11. New Business:

- A. Discuss/Approve 2022 Meeting Dates: Following a short discussion, a motion was made by Secretary Argyelan, seconded by Trustee Casino at 4:58 p.m. to approve the 2022 Meeting Dates as presented. Motion carried by unanimous roll-call vote.
- B/C: Discuss/Approve Employee Health Insurance and Commercial Insurance Package RFP: Following discussion, it was suggested Chief Keener reach out to both insurance companies to discern renewal rates. If there are major increases in the rates, then request an RFP with other insurance companies. President Pro-Tem Grzelak stated he had a vendor to suggest for the commercial insurance package. Chief Keener requested the name and contact information be sent to him soon in order to be included.
- D: Discuss/Approve Ambulance Financing: Treasurer Hemm shared his opinion of utilizing People's Bank of Kankakee County as the preferred lender for the upcoming financing. Chief Keener noted the ambulance may not be completed until March, which will mean rates will need to be updated. A motion was made by Treasurer Hemm, seconded by Secretary Argyelan at 5:05 p.m. to approve People's Bank as preferred lender as long as their rates and amortization schedules stay as reasonable. Motion carried by unanimous voice-vote.
- E. Discuss/Approve BFPD Board Policy Lexipol Updates: A group of Lexipol Policy updates were presented for First Reading. Chief Keener noted most of these policies are updated to comply with Federal and State Law and recommended approval. One policy singled out was Policy 702, Use of District Vehicles. It was Attorney Molinsky's opinion employment agreements providing a vehicle supersede the policy. Ms. Argyelan suggested policy 1056 – Resignation be edited to strike the language concerning payment of unused sick leave; noting this is provided for professional staff in their CBA and individual employment agreements, not for District support staff. Ms. Argyelan also provided Chief Keener with a few typographical errors within the Lexipol Policies. A motion was made by Secretary Argyelan, seconded by President Pro-Tem Grzelak at 5:17 p.m. to approve the Lexipol Policies presented for first reading with the noted changes to Policy 1056 – Resignation to remove payment of sick leave; and the correction of typographical errors noted. Motion carried by unanimous voice-vote.

Closed Session There was no Closed Session requested.

Adjourn

A motion was made by Trustee Casino, seconded by Treasurer Hemm at 5:19 p.m. to adjourn the Regular Meeting of the BFPD Board of Trustees. Motion carried by unanimous voice-vote.

Alice E. Argyelan, Secretary

Paul Grzelak, President Pro-Tem