
Bourbonnais Fire Protection District

Board of Trustees Meeting

Tuesday, September 28, 2021
1080 Armour Road – Station #1

1. **Call to Order:** The meeting of the BFPD Board of Trustees was called to order by President Myers at 4:00 p.m.
2. **Roll Call:** President Randy Myers, Senior Trustee Paul Grzelak, Treasurer William Hemm; Secretary Alice Argyelan; Chief Jim Keener, Battalion Chief Brian McCrary, Attorney Tom Gilbert, Chief Ed St. Louis, Retired.
3. **Public Comment:** Battalion Chief Gebhardt presented updated information on the refurbishment of Engine 69, including change in pricing. If additional information becomes available in the future, this topic will be brought back as a discussion/action item.
4. **Approval of Minutes:** A motion was made by Secretary Argyelan, seconded by Treasurer Hemm at 4:06 p.m. to approve the Regular and closed session minutes from August 24, 2021, and Closed Session Minutes from July 2, 2021. Senior Trustee Grzelak noted a name correction. Motion carried by unanimous voice vote.
5. **Secretary's Report:** No Report
6. **Treasurer's Report:** Treasurer Hemm reported ambulance billing was \$198,781.57 and fire recovery was \$50. Treasurer Hemm expressed his appreciation to B/C McCrary for bringing and ambulance and engine to a large neighborhood gathering. Residents were grateful.
7. **Bills for Approval:** A motion was made by Treasurer Hemm, seconded by President Myers at 4:10 p.m. to approve the bills in the amount of \$226,007.46 for payment. Discussion ensued concerning reissuance of checks. Motion carried by unanimous voice vote.
8. **Attorney Report:** Attorney Gilbert reported on noteworthy events surrounding COVID 19 vaccinations and testing. Attorney Gilbert highlighted the action taken by the Governor concerning mandating all employees be either vaccinated or agree to weekly testing. Discussion was held concerning potential for additional changes mandated by IDPH and/or the Federal government as well as the medical and religious exemptions. Attorney Gilbert will keep the Board apprised of changes. One other topic discussed was a recent lawsuit concerning the State Pension consolidation. It is unknown how the circuit court will rule and if it will move to Appellate or State Supreme courts.
9. **Reports:**
 - A. Chief's Report: Chief Keener presented a written report of this past month. Chief Keener highlighted public outreach to Arbor Grove, school districts, Perry Farm, etc. Chief Keener will meet with Mr. VanMill to discuss potential to support for purchase of LUCAS machines, matching county ARPA funding. BFPD shared cost of advertisement for the upcoming Senior Fair with Bradley FD. Manteno, Bradley, and Bourbonnais departments will all share space at this event.

Chief brought the Board up to date concerning personnel shortages within several area fire departments. There are good candidates for BFPD. There are two who qualified, two for EMT and one who is not yet qualified. Chief Keener presented local salary schedules for neighboring departments. Retention was discussed. Staffing levels of firefighters/paramedics is dire. Senior Trustee Grzelak questioned how many times a candidate can remain on the list if they are not yet qualified, to which Chief replied two.

A representative from CORE Construction reached out to Chief Keener for the purpose of getting data/information about the Village of Boourbonnais for a colleague. A subsidiary of CORE, Farnsworth, may be able to assist with the next referendum.

Call volume for this calendar year to date is 19.5% higher than 2020, with a total of 3,237 calls. Based on volume, it is anticipated year-to-year increase will be 18.09% with a estimated volume of 4,380. Staffing levels need to increase to meet these demands. Treasurer Hemm praised the department for being the hardest working.

An Apparatus Intergovernmental Agreement was signed with the Village of Bradley.

- B. Battalion Chief Report: Battalion Chief McCrary presented his report in writing and spoke of the following:

Certification classes: Certification process every four years, yet will be extended to begin January 1, 2022, and be due January 2, 2025.

Annual training calendar is being developed and will include Bradley, Kankakee, and Manteno departments. Resources will be shared to benefit everyone and have a very meaningful training program and fire academy.

Working with Target Solutions adding training material and Explorer Program required by insurance to deal with use.

Reviewed testing and classes of personnel and spoke to the scratch on A60. Brief discussion ensued.

- C. Andres Billing Report: The written report was presented. Chief Keener noted a GEMT payment was just made this week.

- D. Committee Reports:

1. Recognition: Birthdate and Anniversary date reports were included in the board packet.
2. Buildings and Grounds: Senior Trustee reviewed information concerning proposals for Tomagene, including quotes from Perma-seal for work needing to be done due to sinking of foundation. Senior Trustee Grzelak spoke of other miscellaneous items needing attention, including a crack on the East bay wall. B/C McCreary stated PSI stated it can be caulked.

10. Old Business:

- A. Discuss/Approve Trustee Credentials: Treasurer Hemm provided an update concerning credentials, including cost. A motion was made by Treasurer Hemm, seconded by President Myers at 5:12 p.m. to approve a one-time purchase in an amount up to \$150 for Trustee Credentials. Motion passed by unanimous voice vote. Trustees can contact B/C Mifflin with preferences.

11. New Business:

- A. Discuss/Approve Chaplaincy: President Myers led a discussion on the opportunity to engage the services of a former Firefighter who is also a reverend. Lengthy discussion ensued about the process, potential insurance liabilities and budgetary considerations. Everyone agreed the department having a Chaplain is a positive for

the departments and the communities we serve. President Myers will follow up on details and bring topic back to a future meeting.

- B. Discuss/Approve COVID-19 Vaccination Mandate Policy: A motion was made by President Myers, seconded by Secretary Argyelan at 4:29 p.m. to approve Chief James Keener to prepare and implement a policy consistent with the State of Illinois Governor's mandates specific to COVID19 vaccination and testing. Motion carried by unanimous voice vote.
- C. Discuss/Approve GEMT Review: Chief Keener highlighted the pricing for this service to be performed by James Howard. A motion was made by President Myers, seconded by Treasurer Hemm at 5:31 p.m. to approve Chief Keener to sign the GEMT Review. Motion carried by unanimous voice vote.
- D. Discuss/Approve Surplus Apparatus Cabinets: A motion was made by Treasurer Hemm, seconded by Senior Trustee Grzelak at 5:32 p.m. to approve the Apparatus Cabinets deemed surplus equipment. Motion carried by unanimous voice vote.
- E. Discuss/Approve Holiday Cards: Brief discussion ensued on this topic. It was decided no paper holiday cards will be sent. An e-card will be developed and sent from Chief Keener. Secretary Argyelan and Patti St. Louis will work on this project.

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

Adjourn

A motion was made by President Myers, seconded by Secretary Argyelan at 6:06 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