
Bourbonnais Fire Protection District

Board of Trustees Meeting

Tuesday, August 25, 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 4:27 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, Megan Lamb.
4. **Public Comment** – None
5. **Approval of Minutes:**
 - a. A motion was made by Treasurer Hemm, seconded by Trustee Casino at 4:29 p.m. to approve the minutes of the July 28, 2026 Regular Meeting. Motion carried by unanimous voice vote.
6. **Secretary's Report:** None
7. **Treasurer's Report:**
 - a. b. and c.: Discuss Approve July 2026 Monthly Financial Report, Peoples Bank Checking, Money Market and Illinois Funds Account Balances and July 2026 Investment Report: All reports were included in the Board packets. Treasurer Hemm noted BFPD received the 2nd payment from County taxes in the amount of \$966,258.54. Current fund balances are \$1,028,852.30 Checking, \$112,961.70 money market, and \$4,321.61 for Illinois Funds. Monies will be transferred from Peoples Bank of Kankakee Co. to the Schwab fund tomorrow. A motion was made by President Myers, seconded by Trustee Casino at 4:31 p.m. to approve items a, b, and c as listed above. Motion carried by unanimous voice vote.
8. **Bills for Approval:** Treasurer Hemm presented the monthly bills for approval. A motion was made by Treasurer Hemm, seconded by Secretary Argyelan at 4:32 p.m. to approve the bills for payment in the amount of \$288,869.39 as presented. Motion carried by unanimous voice vote.
9. **Attorney's Report:** Attorney Lamb reminded everyone that the legislature is out of session until November so there is not much activity in Springfield. She updated the Board on potential class action efforts and potential legislation surrounding concerns on apparatus pricing. Discussion ensued regarding this issue and the import of following the Open Meetings Act, siting other issues raised which are outside the scope of this District.

10. Reports:

- a. Chief's Report: Chief Keener distributed a written report and gave verbal highlights including:
 - i. Kan-Comm new talk group began in testing mode yesterday. So far, everything has been going smoothly. Tests in implementation will continue.
 - ii. Highlighted the myriad mutual aid our District was able to provide in Will County following the storms and multiple structure fires.
 - iii. Spoke of Lt. Gustafson doing an excellent job cleaning up the landscaping areas surrounding Station 1.
 - iv. Provided an apparatus maintenance/repair update.
 - v. Fire prevention and public safety/relations involving the recent Bourbonnais Food Truck Festival.
- b. Battalion Chief Report: On behalf of the B/C's, Chief spoke about having 5 people successfully completed basic firefighter training, who are now awaiting hazmat training; and two personnel attending KCC for EMT-B training.
- c. Ambulance Billing Report: Report on the board packet.
- d. Committee Reports:
 - i. Building Grounds:
 - 1. Discussed under New Business
 - ii. Recognition: Included in the board packet.
 - iii. Lexipol – Chief reported there are policy updates to review and approve at the next meeting. They are already approved policies, yet there are nuances needing to be updated to reflect changes in the law.

11. Old Business:

- a. Discuss/Approve Update 2021 International Fire Code to Adopting 2024: This item will be removed from the agenda until a future date.

12. New Business:

- a. Hearing on Budget and Appropriations Ordinance: Tabled.
- b. Discuss/Approve budget and appropriations ordinance for fiscal year ending May 31, 2027: This will be brought back to the next meeting.
- c. Discuss/IT Volunteer Appreciation: Following discussion, a motion was made by President Myers, seconded by Treasurer Hemm at 5:07 p.m. to approve the purchase of a \$500 gift card and plaque in honor of the 15 years of volunteerism to BFPD with IT services for Greg St. Louis. Trustee Casino will be the spearhead coordinating this honorarium.
- d. Discuss/Approve Open House: Due to upcoming construction to occur at Station One, everyone concurred it will be best to not move forward with any open house at this time.
- e. Discuss/Approve Kitchen Remodel Bid: Following discussion and questions as to scope of the project/bids, a motion was made by President Myers, seconded by Treasurer Hemm at 5:19 p.m. to approve the kitchen remodel project at a cost of \$174,014.00. Motion carried by unanimous voice vote.

- f. Discuss/Approve PWLA: Following brief discussion re-clarifying this policy, a motion was made by Secretary Argyelan, seconded by President Myers at 5:20 p.m. to approve the policy as presented. Motion carried by unanimous voice vote.
- g. Discuss/Approve Bid Openings for Explorer and Expedition: Sealed bids were received for both surplus vehicles. Following reading each individual bid by President Myers, a motion was made by Treasurer Hemm, seconded by Trustee Casino at 5:26 p.m. to accept the bids submitted for the two vehicles (\$2,511 for the Ford Expedition, and \$7,000 for the Ford Explorer. Motion carried by unanimous voice vote.

13. **Closed Session:** None

Adjourn

A motion was made by President Myers, seconded by Trustee Casino at 5:28 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