

**TRUSTEE MEETING MINUTES
OF THE
BRISTOL KENDALL FIRE PROTECTION DISTRICT
KENDALL COUNTY, ILLINOIS
HELD IN THE CONFERENCE ROOM, 2ND FLOOR
103 E. BEAVER STREET, YORKVILLE, IL 60560
THURSDAY, MAY 14, 2015**

REGULAR TRUSTEE'S MEETING

BOARD PRESIDENT STEWART CALLED THE MEETING TO ORDER AT 5:02 p.m. and DETERMINATION OF QUORUM

Roll Call

Board President David Stewart –yea; Secretary Richard Dickson – absent;
Treasurer Gary Schlapp – yea;
Trustee Phyllis Yabsley – yea; Trustee Ken Johnson - yea

Administration present: Chief Mike Hitzemann, D/C Tom Lindblom (Minutes Recorder), A/C Tim Fairfield, A/C Scott McCarty, B/C Michael Kalina, Fire Marshal Mike Torrence, and Minutes Recorder Darlene Perez (absent)

Additional attendees: Mark Frieders.

MINUTES OF APRIL 9, 2015 TRUSTEE MEETING

Board President Stewart entertained a motion to approve the April 9, 2015 Trustee Meeting Minutes. Motion by Trustee Yabsley and Seconded by Trustee Johnson.

COMMENTS FROM THE PUBLIC

No public in attendance.

DISTRICT BILLS

Two Cash Requirements Reports were presented for approval:

Dated 4/30/2015

Fire Report - \$55,390.61; Building - \$0.00; EMS - \$5,637.57;
Operations - \$3,764.87; Insurance - \$19,159.53; Foreign Fire Insurance Board - \$3,103.98
Total Bills to be paid: \$87,056.56

Dated 05/12/2015

Fire Report - \$59,388.23; Building - \$0.00; EMS - \$190,812.65;
Operations - \$27,417.98; Insurance - \$90.00; Foreign Fire Insurance Board - \$2,860.01
Total Bills to be paid: \$280,568.87

A brief discussion was held on various items.

Board President Stewart entertained a motion to approve. Motion from Trustee Yabsley and seconded by Trustee Johnson.

Roll Call

Board President David Stewart – yea; Board Secretary Richard Dickson – absent;
Board Treasurer Gary Schlapp – yea;
Trustee Phyllis Yabsley – yea; Trustee Ken Johnson - yea
Motion Carried

PAYROLL

The Payroll Summary Report was presented for a total gross payroll of \$164,276.24 for the month of April 2015 for 3 pay periods.

Board President Stewart entertained a motion to approve. Motion from Trustee Schlapp and seconded by Trustee Johnson.

Roll Call

Board President David Stewart – yea; Board Secretary Richard Dickson – absent;
Board Treasurer Gary Schlapp – yea;
Trustee Phyllis Yabsley – yea; Trustee Ken Johnson - yea
Motion Carried

FINANCIAL REPORTS

The Financial Reports were presented for review and placed on file.

INTERNET TRANSFER REPORT

The Internet Transfer report was presented for review and placed on file.

FIRE MARSHAL TORRENCE'S REPORT

The Fire Marshal's Report was presented, read out loud, discussed and placed on file.

ASSISTANT CHIEF MCCARTY'S REPORT

The Training and TRT Report was presented and placed on file.

BATTALION CHIEF KALINA'S REPORT

- A. Vacation is available on a seniority basis for full-time personnel and is requested a year in advance. The books are rotated twice on each shift.
- B. Lt. Simmons appears to be feeling better and Patrick Watson appears to be hanging in there with the treatments.

ASSISTANT CHIEF FAIRFIELD'S REPORT

- A. **Response Report:**
 - 1) 230 total incidents with an estimated fire loss at \$36,000 for the month of April 2015.
- B. **EMS Accounting Report:**
 - 1) 177 ambulance runs for the month of April 2015.
 - 2) Receivables for April 2015 - \$37,769.82.

C. Operation's Report:

- 1) Hose testing is taking place. Replacement hose will have to be purchased.
- 2) Excellence advises the ambulance chassis is expected to be completed in June before the next Trustee's Meeting.

DEPUTY CHIEF LINDBLOM'S REPORT

The end of Fiscal Year reporting and gathering of information for the audit has kept him busy.

CHIEF HITZEMANN'S REPORT AND GENERAL BUSINESS

A. Present FY 2015/2015 budget for review and place on display – place on display.

Chief Hitzemann presented and discussed the BKFPD budgets as presented. A brief discussion was held.

Board President Stewart entertained a motion to place on display. Motion from Trustee Schlapp and seconded by Trustee Johnson.

REPORTS FROM YORKVILLE PLANNING COMMISSION - Deputy Chief Lindblom

- A. The zoning board could not hold the meeting because the room was too crowded and has been rescheduled within the next couple of weeks.
- B. D/C Lindblom advised this will be his last report as he was not reappointed to the Planning Commission by the Mayor.

CLOSED SESSION

Not required.

ACTION AFTER CLOSED SESSION

Not required.

OTHER BUSINESS TO COME BEFORE THE BOARD

Nothing to report.

NEXT TRUSTEE'S MEETING

The next Trustee's Meeting is scheduled for Thursday, June 11, 2015 at 103 E. Beaver Street, Yorkville, IL 60560.

ADJOURNMENT


Board President Stewart entertained a motion to adjourn the Trustee's Meeting. So moved by Trustee Yabsley and seconded by Trustee Johnson.

Meeting adjourned at 5:53 p.m.

Minutes Approved and Accepted:



President



Secretary