

**TRUSTEE MEETING MINUTES  
OF THE  
BRISTOL KENDALL FIRE PROTECTION DISTRICT  
KENDALL COUNTY, ILLINOIS  
HELD IN THE CONFERENCE ROOM, 2<sup>ND</sup> FLOOR  
103 E. BEAVER STREET, YORKVILLE, IL 60560  
THURSDAY, OCTOBER 8, 2015**

**REGULAR TRUSTEE'S MEETING**

**BOARD SECRETARY DICKSON CALLED THE MEETING TO ORDER AT 5:20 p.m. and  
DETERMINATION OF QUORUM**

Roll Call

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

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

Additional Attendees: Mark Frieders, Steve Andel.

**MINUTES OF OCTOBER 8, 2015 TRUSTEE MEETING**

Board Secretary Dickson entertained a motion to approve the September 10, 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 Report was presented for approval:

Fire Report - \$85,841.28; Building - \$0.00; EMS - \$193,389.68; Operations - \$36,497.68;  
Insurance - \$17,225.49; Foreign Fire Insurance Board - \$2,236.09; Memorial Fund - \$100.00

Fire Report - \$6,381.20  
Total Bills to be paid: \$341,671.42

Board Secretary Dickson entertained a motion to approve. Motion from Trustee Yabsley and seconded by Trustee Johnson.

Roll Call

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

## **PAYROLL**

The Payroll Summary Report was presented for a total gross payroll of \$157,900.03 for the month of September 2015 for 3 pay periods.

Board Secretary Dickson entertained a motion to approve. Motion from Trustee Johnson and seconded by Trustee Yabsley.

### Roll Call

Board President David Stewart – (absent); Board Secretary Richard Dickson – yea;

Board Treasurer Gary Schlapp – (absent);

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 and placed on file. Chief Hitzemann commented on the departments fire safety day held. FF/PM Steve Andel and F/M Torrence did an excellent job once again.

## **ASSISTANT CHIEF MCCARTY'S REPORT**

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

## **BATTALION CHIEF KALINA'S REPORT**

Nothing to report.

## **ASSISTANT CHIEF FAIRFIELD'S REPORT** — Chief Hitzemann for A/C Fairfield

### **A. Response Report:**

- 1) 219 total incidents with an estimated fire loss at \$750 for the month of September 2015.

### **B. EMS Accounting Report:**

- 1) 155 ambulance runs for the month of September 2015.
- 2) Receivables for September 2015 – no report was submitted.

### **C. Operation's Report:**

- 1) Nothing to report.

## **DEPUTY CHIEF LINDBLOM'S REPORT**

Nothing to report.

**CHIEF HITZEMANN'S REPORT AND GENERAL BUSINESS**

- A. Continue discussion on Tanker 161 re-tank / replacement – discussion only.**  
No official update at this time. He commented on the variations and options at hand for re-tanking or replacement.
- B. Report on the sale of Unit 159 to the City of Yorkville.**  
Chief Hitzemann advised Unit 159 was sold to the City of Yorkville for \$1500.00.
- C. Report on Order Placed for Pagers.**  
Chief Hitzemann advised 10 new pagers were order at \$4900 and the District will receive an on-line 10% rebate.
- D. Report on Law Suit Against the Fire District, Chief Hitzemann and PSSI.**  
Chief Hitzemann advised the lawsuit against the Fire District, Chief Hitzemann individually and PSSI has been thrown out of Court.
- E. RFP for Snow Removal – Information.**  
Chief Hitzemann advised he placed an ad for a RFP for Snow Removal in the Kendall County Record. Shaw Media did not place the ad three times as requested. The process may have to be done again if RFP's are not submitted.

**REPORTS FROM YORKVILLE PLANNING COUNCIL**

Nothing to report.

**CLOSED SESSION**

Not required.

**ACTION AFTER CLOSED SESSION**

Not required.

**OTHER BUSINESS TO COME BEFORE THE BOARD**

Nothing at this time.

**NEXT TRUSTEE'S MEETING**

The next Trustee's Meeting is scheduled for Thursday, November 12, 2015 at 103 E. Beaver Street, Yorkville, IL 60560.

**ADJOURNMENT**

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

Meeting adjourned at 5:43 p.m.

Minutes Approved and Accepted:

David Stewart  
President

John Dickson  
Secretary