

**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, AUGUST 8, 2019**

**REGULAR TRUSTEE'S MEETING**

**BOARD SECRETARY DICKSON CALLED THE MEETING TO ORDER AT 5:05 p.m. and  
DETERMINATION OF QUORUM**

Roll Call

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

Administration present: Chief James Bateman, Deputy Chief Tom Lindblom, Assistant Chief Tim Fairfield, Assistant Chief Jeremy Messersmith, Battalion Chief Michael Torrence, Battalion Chief Chris Ronning, and Minutes Recorder, Darlene Perez - absent - (D/C Lindblom acted as Minutes Recorder).

Additional attendees: Lt. Humza Shamsuddin and James Howard of Governmental Accounting.

**APPROVE MINUTES OF THE JULY 11, 2019 REGULAR TRUSTEE'S MEETING**

Board Secretary Dickson entertained a motion to approve the July 11, 2019 Regular Trustee's Meeting Minutes. Motion to approve by Trustee Yabsley. Seconded by Trustee Johnson. Motion carried. Minutes were signed.

**COMMENTS FROM THE PUBLIC**

Board Secretary Dickson asked if there were any comments from the public. There were no comments made.

**DISTRICT BILLS**

The Cash Requirement Report was presented for approval for the current district checks:

Fire Report - \$100,859.22; Building - \$0.00; EMS - \$232,890.59; Operations - \$23,071.76;  
Insurance - \$20,124.55; Foreign Fire Insurance Board - \$0.00; Memorial Fund - \$0.00  
Total Bills to be paid from this report: \$376,946.12.

Board Secretary Dickson entertained a motion to approve the District bills. Motion from Trustee Johnson and seconded by Board Treasurer Schlapp.

Roll Call

Board President David Stewart – absent; Board Secretary Richard Dickson – yea  
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 \$124,022.73 for the month of July 2019 for 2 pay periods.

Board Secretary Dickson entertained a motion to approve the Payroll. Motion from Trustee Yabsley. Seconded by Board Treasurer Schlapp.

### **Roll Call**

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

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.

### **JAMES HOWARD FROM GOVERNMENTAL ACCOUNTING TO DISCUSS THE FINANCIAL REPORT**

James Howard of Governmental Accounting presented his financial report and read out loud. The report was 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 and placed on file.

### **BATTALION CHIEF RONNING'S REPORT**

B/C Ronning advised he had nothing to report this month.

### **ASSISTANT CHIEF MESSERSMITH'S TRAINING REPORT**

The Training and TRT Report was presented, read out loud and placed on file.

### **ASSISTANT CHIEF FAIRFIELD'S REPORT**

A/C Fairfield's report was presented, read out loud and placed on file. A/C Fairfield discussed the following:

- A. Ambulance 141 is in for paint warranty work.
- B. The phone system is being switched over to Comcast. The fiber is being installed presently at Station 2.

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

D/C Lindblom discussed an issue that he is now having with the District's insurance company on damage to the air conditioning unit at Station 2.

## **CHIEF BATEMAN'S REPORT AND GENERAL BUSINESS**

### **A. Ordinance No. 2019-03 An Ordinance Ratifying the Execution and Sale of a \$640,000 Fire Protection Note to First National Bank**

Chief Bateman presented Ordinance No. 2019-03 for approval and signature for the loan to First National Bank for the Note of \$640,000.

Board Secretary Dickson entertained a motion to approve Ordinance No. 2019-03. Motion from Board Treasurer Schlapp. Seconded by Board Secretary Dickson.

#### **Roll Call**

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

Ordinance was signed.

### **B. Approve the \$640,000 Loan for the New Engine**

Chief Bateman requested the \$640,000 Loan for the New Engine to be approved. The first payment in October 2019 will be for interest only. A payment of \$140,000 will be due each year for 5 years.

Board Secretary Dickson entertained a motion to approve the new engine loan from First National Bank. Motion from Board Treasurer Schlapp. Seconded by Board Secretary Dickson.

#### **Roll Call**

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

### **C. KenCom Intergovernmental Agreement - Approve**

Chief Bateman presented the BKFPD and Kendall County Emergency Phone Service and Communications Board Intergovernmental Agreement 2019 - IP Flexible Reach.

### **D. General Information**

1. The District has entered into a 3 year contract with Direct Energy for electricity.
2. The District has entered into an agreement with Stations 2 and 3 with Santana for natural gas.
3. Chief Pruski of the Sandwich Community Fire Protection District passed away last week. We sent Engine 127 from 2:00 to 9:00 pm on Friday to cover their District during his services so the members of SCFPD could attend the walk through. Our Honor Guard participated and several BKFPD vehicles participated in the funeral procession.
4. The graduation of the The Kendall County Sheriffs Youth and Law Enforcement Training Academy was last Thursday and again our Honor Guard posted the colors.

## **REPORTS FROM YORKVILLE PLANNING COUNCIL** – B/C F/M Torrence

B/C Torrence advised he has nothing to report.

### CLOSED SESSION

A closed session was not required at this time.

### ACTION AFTER CLOSED SESSION

No action was required as there was no Closed Session.

### OTHER BUSINESS TO COME BEFORE THE BOARD

No other business was discussed.

### COMMENTS FROM THE PUBLIC

No comments were made by the public.

### NEXT REGULAR TRUSTEE'S MEETING

The next Regular Trustee's Meeting is scheduled for Thursday, September 12, 2019 following the Fire Commission Meeting at 5:00 p.m. at 103 E. Beaver Street, Yorkville, IL 60560.

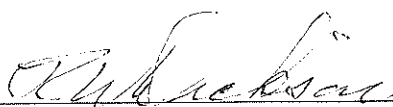
### ADJOURNMENT

Board Secretary Dickson entertained a motion to adjourn the Regular Trustee's Meeting. So moved by Trustee Yabsley. Seconded by Board Treasurer Schlapp. Motion carried.

Meeting adjourned at 5:36 p.m.

Minutes Approved and Accepted:

  
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President

  
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Secretary