

**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, APRIL 8, 2021**

A regular meeting of the Bristol Kendall Fire Protection District Trustee Meeting was held on Thursday, March 11, 2021 at 5:00 p.m. in accordance with Section 5 of Governor Pritzker's Executive Order 2020-18 (COVID-19 Order No. 16), pursuant to notice.

REGULAR TRUSTEE'S MEETING

**BOARD PRESIDENT JOHNSON CALLED THE MEETING TO ORDER AT 5:00 p.m. and
DETERMINATION OF QUORUM**

Roll Call

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

Administration present: Chief James Bateman, Deputy Chief Tom Lindblom, Assistant Chief Tim Fairfield, Assistant Chief Jeremy Messersmith, Battalion Chief Michael Torrence, Deputy Chief Tom Lindblom recorded the minutes in the absence of Minutes Recorder Darlene Perez. Additional attendees: FF/PM Josh McElroy.

The Pledge of Allegiance was recited.

APPROVE MINUTES OF THE MARCH 11, 2021 REGULAR TRUSTEE'S MEETING

Board President Johnson entertained a motion to approve the March 11, 2021 Regular Trustee's Meeting Minutes. Motion to approve by Board Secretary Yabsley. Seconded by Board Treasurer Schlapp.

Roll Call

Board President Ken Johnson - yea; Board Secretary Phyllis Yabsley - yea
Board Treasurer Gary Schlapp - yea;
Trustee Richard Dickson – absent; Trustee Marty Schwartz - yea
Motion carried
Minutes were signed

APPROVE MINUTES OF THE FEBRUARY 11, 2021 CLOSED SESSION

Board President Johnson entertained a motion to approve the February 11, 2021 Trustee's Closed Session Meeting Minutes. Motion to approve by Board Treasurer Schlapp. Seconded by Trustee Schwartz.

Roll Call

Board President Ken Johnson - yea; Board Secretary Phyllis Yabsley - abstain
Board Treasurer Gary Schlapp - yea;
Trustee Richard Dickson – absent; Trustee Marty Schwartz - yea
Motion carried
Minutes were signed

Trustee Schwartz entertained a motion not to release the February 11, 2021 Trustee's Closed Session Meeting Minutes. Seconded by Board Treasurer Schlapp.

Roll Call

Board President Ken Johnson - yea; Board Secretary Phyllis Yabsley - abstain

Board Treasurer Gary Schlapp - yea;

Trustee Richard Dickson – absent; Trustee Marty Schwartz - yea

Motion carried

Minutes were signed

COMMENTS FROM THE PUBLIC

Board President Johnson asked if there were any comments from the public. FF/PM Josh McElroy entered the conference room and commended the Board of Trustees and the Chiefs on their fruitless efforts in hiring full-time career firefighter/paramedics. He wanted to express his appreciation not only for himself, but the other 9 newly sworn-in firefighter/paramedics as well.

DISTRICT BILLS

A travel/meal expense form was presented: D/C Lindblom for \$39.20 for travel reimbursement.

Board President Johnson entertained a motion to approve D/C Lindblom's travel expense. Motion from Board Secretary Yabsley and seconded by Trustee Schwartz

Roll Call

Board President Ken Johnson - yea; Board Secretary Phyllis Yabsley - yea

Board Treasurer Gary Schlapp - yea;

Trustee Richard Dickson – absent; Trustee Marty Schwartz - yea

Motion carried

The Board List of Bills Report was presented for approval:

Fire - \$107,409.30; Capital - \$2,841.18; EMS - \$302,100.44; Operations - \$49,744.09;

Insurance - \$21,566.40; Foreign Fire Insurance Board - \$220.00; Memorial - \$0.00

Total: \$483,881.41

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

Roll Call

Board President Ken Johnson - yea; Board Secretary Phyllis Yabsley - yea

Board Treasurer Gary Schlapp - yea;

Trustee Richard Dickson – absent; Trustee Marty Schwartz - yea

Motion Carried

PAYROLL

The Payroll Summary Report was presented for a total gross payroll of \$104,180.21 for the month of March 2021 for 2 pay periods.

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

Roll Call
Board President Ken Johnson - yea; Board Secretary Phyllis Yabsley - yea
Board Treasurer Gary Schlapp - yea;
Trustee Richard Dickson – absent; Trustee Marty Schwartz - yea
Motion Carried

JAMES HOWARD FROM GOVERNMENTAL ACCOUNTING TO DISCUSS THE FINANCIAL REPORT

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

APPROVE TENTATIVE FY 22 BUDGET

Chief Bateman requested to approve the Tentative Budget for FY 22 for James Howard to present after his financial report has been presented. Board consensus agreed.

James Howard presented the Tentative FY 22 Budget for approval. A brief discussion was held.

Board President Johnson entertained a motion to approve the Tentative FY 22 Budget. Motion from Trustee Schwartz. Seconded by Board Treasurer Schlapp.

Roll Call
Board President Ken Johnson - yea; Board Secretary Phyllis Yabsley - yea
Board Treasurer Gary Schlapp - yea;
Trustee Richard Dickson – absent; Trustee Marty Schwartz - yea
Motion Carried

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.

ASSISTANT CHIEF MESSERSMITH'S TRAINING REPORT

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

ASSISTANT CHIEF FAIRFIELD'S REPORT

A/C Fairfield's report was presented and placed on file.

DEPUTY CHIEF LINDBLOM'S REPORT

D/C Lindblom advised he had nothing to report.

CHIEF BATEMAN'S REPORT AND GENERAL BUSINESS

A. Approve Tentative FY 22 Budget - Approve

This was discussed and approved earlier in the meeting after James Howard presented the financial statements.

B. Health Insurance Coverage - Approve

Chief Bateman commented on health insurance coverage. The Horton Group presented a health insurance quote for District employees. Chief Bateman recommended changing coverage to Blue Cross Blue Shield on June 1, 2021.

C. Direct Commissioners to Hire 14 Additional Full-Time FF/PMs - Approval

Chief Bateman requested the Board of Trustees to direct the Fire Commissioners to hire an additional 14 full-time FF/PMs for a total of 24.

Board Treasurer Schlapp motioned to direct the Fire Commissioners to hire an additional 14 full-time FF/PMs. Seconded by Board Treasurer Schlapp.

Roll Call

Board President Ken Johnson - yea; Board Secretary Phyllis Yabsley - yea

Board Treasurer Gary Schlapp - yea;

Trustee Richard Dickson – absent; Trustee Marty Schwartz - yea

Motion Carried

D. Fire Inspector Position Interviews - Approve

Chief Bateman advised the Notice of Internal Posting for the Position of Fire Inspector is included in tonight's packet. He discussed aspects of the job description and interviewing. Three outside Fire Marshal's will be conducting the interviewing process and will provide their recommendation.

Board President Johnson entertained a motion to approve the posting for the position of Fire Inspector. Motion from Trustee Schwartz and seconded by Board Treasurer Schlapp.

Roll Call

Board President Ken Johnson - yea; Board Secretary Phyllis Yabsley - yea

Board Treasurer Gary Schlapp - yea;

Trustee Richard Dickson – absent; Trustee Marty Schwartz - yea

Motion Carried

E. Part-time Firefighter Pay Increase - Approve

Chief Bateman advised the proposed part-time pay rates increase by certification levels is in tonight's packet for approval.

Board President Johnson entertained a motion to approve the part-time pay rate increase. Motion from Board Treasurer and seconded by Board Secretary Yabsley.

Roll Call

Board President Ken Johnson - yea; Board Secretary Phyllis Yabsley - yea

Board Treasurer Gary Schlapp - yea;

Trustee Richard Dickson – absent; Trustee Marty Schwartz - yea

Motion Carried

F. Cadet Opening

Chief Bateman advised a Cadet Giovanni Torres has left the program and Gia Vidito has just resigned from the Cadet Program. A/C Messersmith recommends placing the next in line from the Cadet list into that cadet position if they pass both the background check and their physical.

Board President Johnson entertained a motion to approve the next cadet. Motion from Board Secretary Yabsley. Seconded by Trustee Schwartz.

Roll Call

Board President Ken Johnson - yea; Board Secretary Phyllis Yabsley - yea

Board Treasurer Gary Schlapp - yea;

Trustee Richard Dickson – absent; Trustee Marty Schwartz - yea

Motion Carried

G. Fire Commissioner's Report

Chief Bateman advised the Fire Commissioners met last month with the following discussed:

- 1) The applications were approved.
- 2) The written and physical ability tests have been held.
- 3) Interviews will be held on April 13, 2021.
- 4) The tentative eligibility list will be prepared.
- 5) With permission from the Board tonight, the preference point lists can be finalized.
- 6) Swearing-in for those off the current list will be held on Saturday, May 1, 2021.
- 7) The final list can be prepared in early May with background checks and physicals taken.
- 8) PSI is going to change the starting date of the new contract to May 1, 2021 which will be coincide with our FY budgeting.

H. General Information

Chief Bateman commented on the following:

- 1) The new ambulance will be delivered within the next week or so.
- 2) Swearing-in for the next group will be held on Saturday, May 29, 2021.

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

Nothing to report.

CLOSED SESSION

Closed session per 5 ILCS 120 / 2C (C)(1).

(1) The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity.

There was no need for a closed session so no action was taken.

OTHER BUSINESS OR COMMENTS FROM THE PUBLIC TO COME BEFORE THE BOARD

No other business to be discussed and no comments were made by the public.

NEXT REGULAR TRUSTEE'S MEETING

The next Regular Trustee's Meeting is scheduled for Thursday, May 13, 2021 at 5:00 p.m. at 103 E. Beaver Street, Yorkville, IL 60560.

ADJOURNMENT

Board President Johnson entertained a motion to adjourn the Regular Trustee's Meeting.

Motion by Board Secretary Yabsley. Seconded by Trustee Schwartz.

Roll Call

Board President Ken Johnson - yea; Board Secretary Phyllis Yabsley - yea

Board Treasurer Gary Schlapp - yea;

Trustee Richard Dickson - absent; Trustee Marty Schwartz - yea

Motion carried.

The Trustee Meeting of April 8, 2021 adjourned at 6:19 p.m.

Minutes Approved and Accepted:

Ken Johnson
President

Phyllis A. Yabsley
Secretary