

**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, JULY 8, 2021**

**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 - absent; Trustee Marty Schwartz - yea

Administration present: Chief James Bateman, Deputy Chief Tom Lindblom, Assistant Chief Tim Fairfield, Assistant Chief Jeremy Messersmith, Fire Marshall Michael Torrence, Deputy Chief Tom Lindblom recorded the minutes in the absence of Minutes Recorder Darlene Perez.

The Pledge of Allegiance was recited.

**APPROVE MINUTES OF THE JUNE 10, 2021 REGULAR TRUSTEE'S MEETING**

Board President Johnson entertained a motion to approve the June 10, 2021 Regular Trustee's Meeting Minutes. Motion to approve by Trustee Schwartz. Seconded by Board Secretary Yabsley.

Roll Call

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

Motion carried  
Minutes were signed

**APPROVE MINUTES OF THE JUNE 10, 2021 CLOSED SESSION MEETING**

Board President Johnson entertained a motion to approve the June 10, 2021 Trustee's Closed Session Meeting Minutes. Motion to approve by Trustee Schwartz. Seconded by Board Secretary Yabsley.

Roll Call

Board President Ken Johnson - yea; Board Secretary Phyllis Yabsley - yea  
Board Treasurer Gary Schlapp - 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. There were no comments made.

**DISTRICT BILLS**

A travel/meal expense form was presented: D/C Lindblom for \$79.52 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 - absent; Trustee Marty Schwartz - yea  
Motion carried

The Board List of Bills was presented for approval:

Fire - \$49,063.45; Capital - \$3,492.97; EMS - \$70,739.98; Operations - \$19,847.27;  
Insurance - \$9,326.00; Foreign Fire Insurance Board - \$800.00; Memorial - \$0.00  
Total: \$153,269.67

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

Roll Call

Board President Ken Johnson - yea; Board Secretary Phyllis Yabsley - yea  
Board Treasurer Gary Schlapp - absent; Trustee Marty Schwartz - yea  
Motion Carried

**PAYROLL**

The Payroll Summary Report was presented for a total gross payroll of \$241,164.98 for the month of June 2021 for 2 pay periods.

Board President Johnson entertained a motion to approve the Payroll. 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 - 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.

**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 since the District has received grant money, these funds will be used to purchase new leather boots for the full-time career employees and the part-time people will pay \$215.00 and the District will fund the first \$200.

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

### **A. Update Policy 450 - Leaves of Absence**

Chief Bateman turned the floor over to A/C Messersmith to discuss the update for Policy 450 - Leaves of Absence.

Board President Johnson entertained a motion to approve the update for Policy 450. 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 - absent; Trustee Marty Schwartz - yea

Motion carried

### **B. Update on Full-time Hires**

Chief Bateman advised 26 full-time firefighters/paramedic positions have been filled. The new employees are acclimating well into their positions. PSI is not providing 3 paramedics per day to the District so the new employees are filling the empty paramedic positions.

### **C. Fire Commissioner's Report**

Chief Bateman advised Humza Shamsuddin was sworn in as a new District Full-Time Firefighter/Paramedic on June 22, 2021.

Bob Johnson, Yorkville Police Department Commissioner attended the Fire Commission Meeting on June 22, 2021. He attended the meeting to discuss the Illinois Fire and Police Commissioner Association with the intent of having our fire commissioners join.

Chief Bateman advised there is an annual fee of \$375 to join and the Board of Fire Commissioners would then be eligible to attend training.

Board President Johnson entertained a motion to join the IL Fire and Police Commissioner Association. 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 - absent; Trustee Marty Schwartz - yea

Motion carried

Chief Bateman advised he is going to order polo and job shirts for the Board of Fire Commissioners.

The next Fire Commission meeting will be held on August 17, 2021 at 5:00 p.m. at 103 E. Beaver St, Yorkville, IL.

Chief Bateman advised the next big project will be the promotional process for the Lieutenant Test.

The next IL Fire and Police Commissioner Association conference meeting will be in November in Naperville, IL.

#### **D. General Information**

Chief Bateman advised he has received a resignation letter from a full-time firefighter/paramedic Jacob Johns. He has accepted a full-time position in St. Charles. His last day will be tomorrow, July 9, 2021. Jacob will be provided an invoice for his physical and background check.

Chief Bateman advised he also received a resignation letter from Josh Hamman. He has also resigned from his part-time position.

Chief Bateman advised he will be on vacation next week.

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

Nothing to report.

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

A Yorkville resident attended the meeting for the first time and made a few general comments.

#### **NEXT REGULAR TRUSTEE'S MEETING**

The next Regular Trustee's Meeting is scheduled for Thursday, August 12, 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 - absent; Trustee Marty Schwartz - yea  
Motion carried.

The Trustee Meeting of July 8, 2021 adjourned at 5:34 p.m.

Minutes Approved and Accepted:

  
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President

  
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Secretary