

**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, SEPTEMBER 9, 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 - absent
Board Treasurer Gary Schlapp - yea; Trustee Marty Schwartz - yea; Trustee Jeff Farren - 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 AUGUST 12, 2021 REGULAR TRUSTEE'S MEETING

Board President Johnson entertained a motion to approve the August 12, 2021 Regular Trustee's Meeting Minutes. Motion to approve by Trustee Schwartz. Seconded by Board Treasurer Schlapp.

Roll Call

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

Board Secretary Phyllis entered the meeting at 5:02 p.m.

MACK & ASSOCIATED AUDIT PRESENTATION

Chief Lindblom introduced Cate Moulton of Mack & Associates. She proceeded to present and discuss the BKFPD FY 2020/2021 audit.

No action was taken.

REORGANIZE THE BOARD OF TRUSTEES

Board President Johnson announced it was time to reorganize the Board. He then turned the floor over to Chief Bateman. Chief Bateman announced it was time to accept nominations for reorganization of the Board of Trustees starting with nominations for President:

President: Chief Bateman requested nominations for Board President.

Board Treasurer Schlapp moved that the officers of the Board remain in the positions they are presently in: President - Ken Johnson; Board Treasurer - Gary Schlapp; and Board Secretary - Phyllis Yabsley.

Trustee Schwartz seconded the motion. All those in favor say aye. All those opposed say no. Motion passed.

DISTRICT BILLS

A travel/meal expense form was presented: D/C Lindblom for \$38.08 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 Board Treasurer Schlapp.

Roll Call

Board President Ken Johnson - yea; Board Secretary Phyllis Yabsley - yea
Board Treasurer Gary Schlapp - yea; Trustee Marty Schwartz - yea; Jeff Farren - yea
Motion carried

The Board List of Bills was presented for approval:

Fire - \$48,277.99; Capital - \$669.70; EMS - \$47,415.20; Operations - \$31,643.84;
Insurance - \$11,176.00; Foreign Fire Insurance Board - \$0.00; Memorial - \$0.00
Total: \$139,182.73

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

Roll Call

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

PAYROLL

The Payroll Summary Report was presented for a total gross payroll of \$281,887.01 for the month of August 2021 for 2 pay periods.

Board President Johnson entertained a motion to approve the Payroll. Motion from Trustee Schwartz. Seconded by Trustee Farren.

Roll Call

Board President Ken Johnson - yea; Board Secretary Phyllis Yabsley - yea
Board Treasurer Gary Schlapp - yea; Trustee Marty Schwartz - yea; Trustee Jeff Farren - yea
Motion carried

JAMES HOWARD FROM GOVERNMENTAL ACCOUNTING TO DISCUSS THE FINANCIAL REPORT

Brad O'Sullivan for 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.

F/M Torrence advised the BKFPD Annual Fall Fire Safety Open House will be held on Tuesday evening, September 28, 2021 from 5:00 p.m. - 8:00 p.m. He's hoping more people will be available to attend since it's not a Saturday afternoon. He welcomed the Board to attend.

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 had nothing to report.

CHIEF BATEMAN'S REPORT AND GENERAL BUSINESS

A. Meeting with Foster Coach on New Ambulance Spec

No discussion was held.

B. Resignation Letters

Resignation letters were received and are included in tonight's packet from Ted Karlovich and Jacob Johns.

C. Deferred Comp Update

No discussion was held.

D. Fire Commissioner's Report

The Fire Commission did not meet.

E. General Information

- 1) Chief Bateman advised Station 2 was hit by lightning. The fire alarm system is now back in service at Station 2.
- 2) The new air compressor that fills the oxygen tanks will be delivered next week.
- 3) Mark Frieders has advised we may have a buyer for our old ambulance.
- 4) On August 12th, D/C Tom Lindblom celebrated 45 years in the position as Clerk for the Board of Trustees.

- 5) Chief Bateman advised the board that per the Governor's Executive order, a departmental general order was issued on September 3, 2021. The department general order states all District employees that are not vaccinated against the COVID virus, must begin getting the vaccine by September 19, 2021. A weekly test will be administered beginning September 19, 2021 for those not fully vaccinated. A discussion followed.

REPORTS FROM YORKVILLE PLANNING COUNCIL – F/M Torrence

Nothing to report.

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

No other business or comments from the public were made.

NEXT REGULAR TRUSTEE'S MEETING

The next Regular Trustee's Meeting is scheduled for Thursday, October 14, 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 Trustee Schwartz. Seconded by Board Treasurer Schlapp.

Roll Call

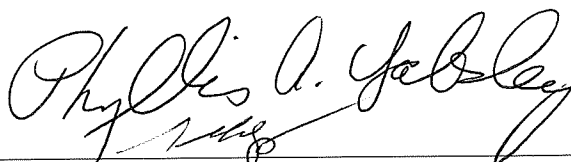
Board President Ken Johnson - yea; Board Secretary Phyllis Yabsley - yea
Board Treasurer Gary Schlapp - yea; Trustee Marty Schwartz - yea; Trustee Jeff Farren - yea
Motion carried.

The Trustee Meeting of September 9, 2021 adjourned at 6:00 p.m.

Minutes Approved and Accepted:



President



Secretary