

**TRUSTEE MEETING MINUTES
OF THE
BRISTOL KENDALL FIRE PROTECTION DISTRICT
KENDALL COUNTY, ILLINOIS
HELD IN THE EAST BAY
103 E. BEAVER STREET, YORKVILLE, IL 60560
THURSDAY, NOVEMBER 11, 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 - 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 Marshal Michael Torrence - absent, Deputy Chief Tom Lindblom recorded the minutes.

Also in attendance was FF/EMT Matt Seng, Doris Bateman and Joe McElroy.

The Pledge of Allegiance was recited.

APPROVE MINUTES OF THE OCTOBER 14, 2021 REGULAR TRUSTEE'S MEETING

Board President Johnson entertained a motion to approve the October 14, 2021 Regular Trustee's Meeting Minutes. Motion to approve 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 Marty Schwartz - yea; Trustee Jeff Farren - yea

Motion carried
Minutes were signed

APPROVE MINUTES OF THE OCTOBER 14, 2021 CLOSED SESSION TRUSTEE'S MEETING

Board President Johnson entertained a motion to approve the October 14, 2021 Regular Trustee's Meeting Minutes but not release. Motion to approve but not release by Board Treasurer Schlapp. 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
Minutes were signed

COMMENTS FROM THE PUBLIC

Board President Johnson asked if there were any comments from the public.

Board Treasurer Dr. Gary Schlapp commented as a resident regarding a fire at his clinic. The BKFD responded to a dryer fire and Gary commended the crew on arriving quickly, the professionalism portrayed in putting the fire out efficiently.

Board President Johnson asked if there were any more comments from the public. Joe McElroy spoke up and advised he would like to address the Board. He stated he is a tax payer and former member of the department serving as a lieutenant and training officer. He proceeded with his comments.

Board President Johnson thanked Joe for coming at the conclusion of his comments. He advised the Board will now continue with the meeting.

DISTRICT BILLS

A travel/meal expense form was presented: Mark Frieders for \$125.92 for meal reimbursement.

Board President Johnson entertained a motion to approve Mark Frieder'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 - \$60,557.53; Capital - \$5,679.64; EMS - \$46,377.55; Operations - \$19,209.60;
Insurance - \$9326.00; Foreign Fire Insurance Board - \$0.00; Memorial - \$0.00
Total: \$141,150.32

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 Marty Schwartz - yea; Trustee Farren
Motion Carried

PAYROLL

The Payroll Summary Report was presented for a total gross payroll of \$274,209.47 for the month of October, 2021 for 2 pay periods.

Board President Johnson entertained a motion to approve the Payroll. Motion from Board Secretary Yabsley. 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 - 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

Fire Marshall was absent from tonight's meeting. His report is included in tonight's packet 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

Deputy Chief Lindblom had nothing to report.

CHIEF BATEMAN'S REPORT AND GENERAL BUSINESS

A. Approve Ordinance 2021-2, FY 23 Tax Levy

Board President Johnson entertained a motion to approve Ordinance 2021-2, FY 2023 Tax Levy. Motion from 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 Marty Schwartz - yea; Trustee Jeff Farren - yea
Motion carried

B. Approve 2022 Trustee Meeting and Holiday Schedules

Chief Bateman requested approval of the revised 2022 Trustee Meeting and Holiday Schedules.

Board President Johnson entertained a motion to approve the 2022 Trustee Meeting and Holiday Schedules. Motion from Trustee Farren. Seconded by Trustee Schwartz. All in favor say aye. All those opposed say no. Motion passed.

C. Authorize Fire Commission to Hire Three Firefighters

Chief Bateman requested permission from the Board to authorize the Fire Commission to hire three firefighters off the current eligibility list.

Board President Johnson entertained a motion to authorize the Fire Commission to hire three firefighters. Motion from Board Treasurer Schlapp. Seconded by Board Secretary Yabsley. All in favor say aye. All those opposed say no. Motion passed.

D. Authorize Fire Commission to Create a New Eligibility List

Chief Bateman requested permission from the Board to authorize the Fire Commission to create a new eligibility list. The current eligibility list will be exhausted when the three firefighters are hired.

Board President Johnson entertained a motion to authorize the Fire Commission to create a new eligibility list. Motion from Trustee Schwartz. Seconded by Board Treasurer Schlapp. All in favor say aye. All those opposed say no. Motion passed.

E. Update Policy 401-Part-Time Personnel - Approve

Chief Bateman turned the floor over to Assistant Chief Messersmith. A/C Messersmith requested the Board to review and approve the Updated Policy 401-Part Time Personnel.

Board President Johnson entertained a motion to approve Updated Policy 401. Motion from Board Treasurer Schlapp. Seconded by Trustee Farren. All in favor say aye. All those opposed say no. Motion passed.

F. Policy 600-Vehicle Operator Training, Policy 614-Office of the State Fire Marshal Recertifications - Approve

Assistant Chief Messersmith. A/C Messersmith requested the Board to review and approve Policy 600-Vehicle Operator Training and Policy 614-Officer of the State Fire Marshal Recertifications.

Board President Johnson entertained a motion to approve Policy 600 and Policy 614. Motion from Board Secretary Yabsley. Seconded by Trustee Schwartz. All in favor say aye. All those opposed say no. Motion passed.

F. General Information

- 1) Chief Bateman advised he will be out of the office next week on vacation.
- 2) Chief Bateman advised Deputy Chief Lindblom has been with the BKFPD for 50 years this month and presented D/C Lindblom with a white helmet with a "50" Shield to commemorate his "50" years.

REPORTS FROM YORKVILLE PLANNING COUNCIL – F/M Torrence

Nothing to report in Fire Marshal Torrence's absence.

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, December 9, 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 Farren. Seconded by Board Treasurer Schlapp.

Roll Call

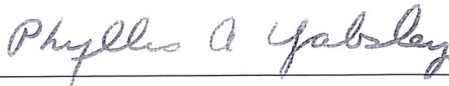
Board President Ken Johnson - yea; Board Secretary Phyllis Yabsley - yea
Board Treasurer Gary Schlapp - yea; Trustee Marty Schwartz - yea; Trustee Jeff Farren - yea
Motion carried.

The Trustee Meeting of November 11, 2021 adjourned at 5:37 p.m.

Minutes Approved and Accepted:



President



Secretary