

**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, JANUARY 13, 2022**

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 via remote
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, Deputy Chief Tom Lindblom recorded the minutes.

Also in attendance was Firefighter/Paramedics Brandon Fairfield, Chris Valaski and Alex Dunn. James Howard of Government Accounting attended via remote.

The Pledge of Allegiance was recited.

APPROVE MINUTES OF THE DECEMBER 9, 2021 REGULAR TRUSTEE'S MEETING

Board President Johnson entertained a motion to approve the December 9, 2021 Regular Trustee's Meeting Minutes. Motion to approve by Board Secretary Yabsley. Seconded by Trustee Farren. All in favor say aye. All those opposed say no. Motion passed.

SEMI-ANNUAL REVIEW OF CLOSED SESSION MINUTES - Approved but not Released

Deputy Chief Lindblom presented the list of Closed Session Trustee Meeting Minutes that have been reviewed, approved but not released for possible release.

Motion by Trustee Schwartz the Closed Session Trustee Meeting Minutes as listed has been reviewed but the minutes are not to be released. Seconded by Board Treasurer Schlapp. All in favor say aye. All those opposed say no. Motion passed.

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: Tom Lindblom for \$36.96 for mileage reimbursement.

Board President Johnson entertained a motion to approve Tom Lindblom's mileage expense. Motion from Board Treasurer Schlapp and seconded by Board Secretary Yabsley.

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 - \$34,667.55; Capital - \$30,198.40; EMS - \$134,433.04; Operations - \$37,628.82;
Insurance - \$64,108.88; Foreign Fire Insurance Board - \$780.00; Memorial - \$0.00
Total: \$301,726.69

Board President Johnson entertained a motion to approve the District bills. Motion from Board Secretary Yabsley and 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 Farren
Motion Carried

PAYROLL

The Payroll Summary Report was presented for a total gross payroll of \$425,509.57 for the month of December, 2021 for 3 pay periods.

Board President Johnson entertained a motion to approve the Payroll. Motion from Board Treasurer Schlapp. 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

JAMES HOWARD - GOVERNMENTAL ACCOUNTING TO DISCUSS THE FINANCIAL REPORT

James Howard of Governmental Accounting presented his financial report and read it out loud. His 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 Marshal Torrence's report was read out loud and placed on file.

ASSISTANT CHIEF MESSERSMITH'S TRAINING REPORT

Assistant Chief Messersmith's report read out loud and placed on file.

ASSISTANT CHIEF FAIRFIELD'S REPORT

Assistant Chief Fairfield's report was presented and placed on file.

DEPUTY CHIEF LINDBLOM'S REPORT

Deputy Chief Lindblom had nothing to report.

Board President Johnson entertained a motion to adjourn the regular session and enter into a closed session. Motion by Board Treasurer Schlapp. Second by Trustee Schwartz. All those in favor of a closed session say aye. All those opposed say no. Motion passed.

CLOSED SESSION

President: At this time I would ask for a motion to suspend the regular meeting to enter into a closed session per 5 ILCS 120 / 2C (C)(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.

Motion by: Board Treasurer Schlapp Second by: Trustee Schwartz
All those in favor of a closed session say aye. All those opposed say no. Motion passed.

President: The following members are present; will the clerk please take a roll call:

Roll Call

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

President: Also joining the board in closed session are:

Administration present: Chief James Bateman, Deputy Chief Tom Lindblom (minutes recorder).

Closed Session began at 5:25 p.m.

President: At this time a discussion can be conducted on the subject as described in the exception list for closed sessions. No other business should be discussed. No official action may be taken in closed session.

President: At this time I would ask for a motion to adjourn the closed session and return to the regular meeting.

Motion by: Board Treasurer Schlapp Second by: Trustee Schwartz
All those in favor of a closed session say aye. All those opposed say no. Motion passed.

The closed session was adjourned at 6:02 p.m. and the regular Trustee Meeting reconvened at 6:02 p.m.

President: Will the clerk please take a roll call.

Roll Call

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

ACTION AFTER CLOSED SESSION

Board Treasurer Schlapp moved to accept and approve Proposal 2 for full-time firefighter/paramedic starting salary and step increases that were presented and discussed in closed session. 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 - Jeff Farren - yea
Motion Passed

CHIEF BATEMAN'S REPORT AND GENERAL BUSINESS

A. Resignation of Augustine Cervantez and Zack Morel

Chief Bateman advised two full-time employees have resigned and accepted positions with other departments.

B. ACH Update

Chief Bateman advised the process of setting up ACH debits for utilities and some insurance company's invoice payments has been started and is an on-going process.

C. Update on Fire Commission

Chief Bateman advised we have received 5 applications for full-time firefighter/paramedic positions. The written test was taken and 4 of the 5 passed. The 4 will continue through the hiring process.

D. Trustee CE January 29, 2022

Chief Bateman advised Trustee CE training will be held on January 29, 2022 at 8:00 a.m. Board Secretary Yabsley and Trustee Farren will be attending.

E. General Information

- 1) Chief Bateman reported he has been asked by the company that owns the tower behind Station 3 who needs to run fiber through the easement which they do not have authorization to do. They have requested access through our property to run their fiber for Comcast. Chief Bateman will gather more information.

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 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, February 10, 2022 at 5:00 p.m. at 103 E. Beaver Street, Yorkville, IL 60560.

ADJOURNMENT

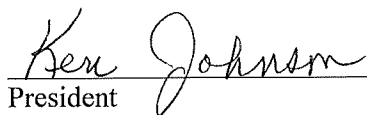
Board President Johnson entertained a motion to adjourn the Regular Trustee's Meeting. Motion by Trustee Farren. Seconded by Trustee Schwartz.

Roll Call

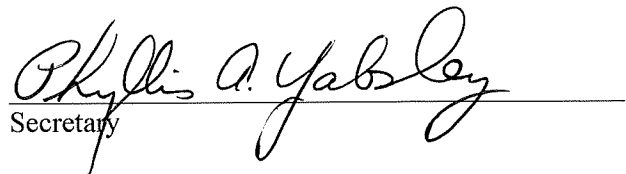
Board President Ken Johnson - yea; Board Secretary Phyllis Yabsley - yea
Board Treasurer Gary Schlapp - yea; Trustee Marty Schwartz - yea; Trustee Jeff Farren - yea
Motion carried.

The Trustee Meeting of January 13, 2022 adjourned at 6:13 p.m.

Minutes Approved and Accepted:



President



Secretary