

Bristol Kendall Fire Department

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Foreign Fire Insurance Board 2/6/2025 Minutes

The monthly business meeting for the Bristol-Kendall Fire Department Foreign Fire Insurance Board was called to order at 1600 hrs. on 2/6/2025. Roll call was taken showing Chief Messersmith, Lt. Johnson, Lt. Kellogg, FF/PM Horner, FF/PM Jordan and FF/PM Adrian present, with FF/PM Krouse excused absent. A/C McCarty and A/C Cihak were present as visitors.

No comments from the public were made.

The minutes from 1/2/2025 were read and a motion was made FF/PM Jordan to approve the minutes and a second was made by Lt. Kellogg. All in attendance said aye. The minutes for 1/2/2025 were approved.

Treasurer's Report: The month's beginning balance of the Money Market account was \$211,014.98 and the ending balance is \$209,441.49. The month's beginning balance of the Checking account was \$816.27 and the ending balance is \$1,143.98.

House Funds for each station as of 2/6/2025 were as follows:

- Station 1: \$2,515.12 (no outstanding proposals/bills)
- Station 2: \$3,031.65 (no outstanding proposals/bills)
- Station 3: \$2,567.72 (no outstanding proposals/bills)

The Treasurer's report was read and a motion was made by Lt. Kellogg to approve the treasurer's report and a second was made by FF/PM Horner. All in attendance said aye. The treasurer's report for 2/6/2025 was approved.

The following bills were presented for payment:

- Knife sharpening for all stations.
 - o A discussion was had about setting up a scheduled auto pay for the bill or to keep it manual. After a discussion, it was decided to utilize the board's debit card for auto draft payment. Lt. Johnson will look into the specifics and present more information at next month's meeting.

Old Business:

- Shift Calendars: Calendar covers have also arrived and are located at Station 2 for any member who did not receive one or would like a replacement.
- Station 2 Grill: The Weber grill was delivered to Station 2 and set up for personnel to use.
- Inflation Kit: A/C Cihak has the kit in his possession to begin utilizing for training. The fittings for the kit have also arrived at Station 2 per A/C McCarty.
- Open Meetings Act Training: Lt. Johnson reminded board members to look at Vector Solutions for the working link to complete the online training.

New Business:

- The Board discussed creating up a rule for *proposal submission due dates*. The past practice is the last Thursday of the month prior to the meeting.
 - By-laws were references for any language for request of expenditures, which allows for the Board to develop a procedure for requests.
 - After a discussion, FF/PM Horner proposed the following rule for future proposals, “Any proposal must be submitted by the last Thursday of the month by 1600hrs to be considered at the next month’s meeting.”
 - FF/PM Jordan seconded the rule. All in attendance voted aye and the new rule for submissions was created.
- The Board then discussed creating a rule for *future votes that may end in a tie*. Currently there is no rule or guideline.
 - After a discussion, the topic was tabled for next month’s meeting.
- The Board then discussion the *District Policy 2103 for Higher Education Reimbursement*.
 - After a discussion regarding class type and current language, the topic was tabled for next month’s meeting to allow input from FF/PM Krouse before a decision is made.
- Proposal 1: The board discussed a Station 1 fund purchase proposal put forth by FF/PM Valaski. The proposal was submitted properly. The proposal was to purchase new items for Station 1’s kitchen and surplus any items that need replacing. The proposal asked for funds not to exceed \$425.00 for the items. A motion to approve was made by FF/PM Jordan. A second was made by Lt. Kellogg. Chief Messersmith had no restrictions.

Roll Call	Johnson	Kellogg	Adrian	Jordan	Horner	Krouse
VOTE	Yes	Yes	Yes	Yes	Yes	Excused

Proposal APPROVED for funding FF/PM Valaski’s Station 1 proposal.

- Proposal 2: The board discussed a General Fund item purchase proposal put forth by A/C McCarty. The proposal was submitted properly. The proposal was to purchase numerous straps to assist personnel in carrying various firefighter equipment. The proposal asked for funds not to exceed \$4,170.00 for the items. A/C McCarty stated if the board approved the purchase, he would be able to use the difference in funds for the upcoming fiscal budget and purchase additional equipment. After a discussion and input from Chief Messersmith, it was decided that if the board purchased the straps, the board would also be responsible for maintenance and replacement. FF/PM Horner suggested that the stations retain the previous straps to utilize if a new strap breaks. A/C McCarty reported a 2-4 week delivery window based on his conversations with the supplier. A motion was made by Lt. Kellogg to purchase the straps as listed in the proposal, with a second by FF/PM Horner. Chief Messersmith had no restrictions.

Roll Call	Johnson	Kellogg	Adrian	Jordan	Horner	Krouse
VOTE	Yes	Yes	No	Yes	Yes	Excused

Proposal APPROVED for funding A/C McCarty’s General Fund proposal of equipment straps.

- Proposal 3: The board discussed a General Fund item purchase proposal put forth by A/C McCarty. The proposal was submitted properly. The proposal was to purchase various flashlight straps to allow personnel to carry the box lights hands free. The proposal asked for funds not to exceed \$2,100.00 for the items. Each member would receive their own individual belt strap and each box light would have a strap attachment. A motion was made by Lt. Kellogg to purchase the straps as listed in the proposal, with a second by FF/PM Jordan. Chief Messersmith had no restrictions.

Roll Call	Johnson	Kellogg	Adrian	Jordan	Horner	Krouse
VOTE	Yes	Yes	Yes	Yes	Yes	Excused

Proposal APPROVED for funding A/C McCarty's General Fund proposal of flashlight straps.

- Proposal 4: The board discussed a General Fund item purchase proposal put forth by A/C McCarty. The proposal was submitted properly. The proposal was to purchase two battery operated saws for Truck 181. The proposal asked for funds not to exceed \$3,398.00 for the items. The gas-powered saws would stay in service. After a discussion, the District agreed to cover the cost of replacement chains, blades and maintenance. A motion was made by FF/PM Horner to purchase the saws as listed in the proposal, with a second by Lt. Kellogg. Chief Messersmith had no restrictions.

Roll Call	Johnson	Kellogg	Adrian	Jordan	Horner	Krouse
VOTE	Yes	Yes	No	No	Yes	Excused

Proposal APPROVED for funding A/C McCarty's General Fund proposal of two battery-operated saws.

- The board then discussed the two expiring terms for Lt. Kellogg and FF/PM Jordan. Lt. Johnson informed the board he would send an email out to the membership for any nominations.


After new business, no comments were made from the public.

Next meeting scheduled for 3/6/2025 at 1600hrs at Station 1.

A motion to adjourn the meeting was made by FF/PM Horner with a second made by FF/PM Jordan. All in attendance said aye. Meeting adjourned at 1654hrs.

Minutes Approved and Accepted:


Chairman


Secretary