

Bristol Kendall Fire Department

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Foreign Fire Insurance Board 3/6/2025 Minutes

The monthly business meeting for the Bristol-Kendall Fire Department Foreign Fire Insurance Board was called to order at 1602 hrs. on 3/6/2025. Roll call was taken showing Chief Messersmith, Lt. Johnson, Lt. Kellogg, FF/PM Horner, FF/PM Jordan, FF/PM Krouse, and FF/PM Adrian present. A/C McCarty, A/C Cihak, and Lt. Fairfield were present as visitors at the beginning of the meeting.

No comments from the public were made.

The minutes from 2/6/2025 were read and a motion was made Lt. Kellogg to approve the minutes and a second was made by FF/PM Krouse. All in attendance said aye. The minutes for 2/6/2025 were approved.

Treasurer's Report: The month's beginning balance of the Checking account was \$1,143.98 and the ending balance is \$2,562.51. The month's beginning balance of the Money Market account was \$209,441.49 and the ending balance is \$204,362.29.

House Funds for each station as of 3/6/2025 were as follows:

- Station 1: \$2,138.42 (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 Krouse. All in attendance said aye. The treasurer's report for 3/6/2025 was approved.

The following bills were presented for payment:

- Straps for the equipment on fire apparatus.
- Straps for flashlight buckles.

Old Business:

- Equipment straps, flashlight buckles, and saws
 - All have arrived. A/C McCarty has been going around to each station this week to deliver flashlight straps and buckles to crew members and marking off names from his list. Equipment straps are also being delivered to be placed on apparatus. Saws are at Station 1 for crews to familiarize themselves with each before going into service on Truck 181.
- Economic Interest Forms
 - Lt. Johnson reminded board members to complete the Economic Interest Forms by May 1.
- Rule: Voting for proposals that result in a tie.
 - The Board rediscussed a tabled topic about creating a rule for *future votes that may end in a tie*. Currently there is no rule or guideline.

- FF/PM Krouse suggested taking any tie back to the membership to vote on by way of signature sheets if not already done.
- Lt. Johnson suggested waiting for a meeting when there is an odd number of board members.
- After a discussion, FF/PM Krouse proposed the following rule for proposals that result in a tie, “Any proposal that results in a voting tie by the Board will be taken back to the membership to also vote on said proposal, by way of signature sign-off sheets, with the majority of the member votes determining the outcome of the proposal. The results of the membership voting will then go to the next monthly meeting to be placed into effect.”
- FF/PM Horner seconded the rule. All in attendance voted aye and the new rule for tie-breakers was created.
- Higher Education Reimbursement Language
 - The Board rediscussed the *District Policy 2103 for Higher Education Reimbursement*. The topic had been table to allow input from FF/PM Krouse before a decision is made.
 - After a discussion, FF/PM Jordan made a motion for the language of the policy to stay the same.
 - Lt. Kellogg seconded the motion. All in attendance voted aye and *District Policy 2103 for Higher Education Reimbursement* remains as is.
- FFIB Nominations
 - The Board then discussed the nominations to the FFIB for the two expiring terms that end April 30, 2025. Four (4) members had been nominated:
 - Lt. Kellogg, FF/PM Jordan, FF/PM Szopinski, and FF/PM Martinez.
 - FF/PM Jordan made a motion to accept the nominations. FF/PM Krouse seconded the motion. All in attendance voted aye and the four (4) nominated members were accepted.
 - A ballot sheet will be created and members will have a chance to vote in the coming weeks.
- FFIB Email List
 - Lt. Johnson noted that there are two (2) extra email addresses as part of the email distribution list, namely “Testingtest” and “testing2test”. He asked Chief Messersmith if these were necessary.
 - Chief Messersmith informed the Board he will talk to IT about removing the extra email addresses.
- Laws/Rules Pertaining to FFIB
 - Lt. Kellogg had expressed prior interest in understanding exactly what the Illinois law says about the operation and limitations of a FFIB.
 - Lt. Johnson provided members with a packet containing General Assembly laws pertaining to FFIB, a memo from the AFFI regarding FFIB creation, and an article written by an attorney explaining concepts of the FFIB.
 - Lt. Johnson also provided meeting minutes from Oswego FPD and Glenview FD for reference.
 - After a discussion, the Board agreed that a similar packet of information should be provided to future Board members to help better understanding the operation and limitations of the FFIB.
- Rule: Signature Sheet Requirement
 - The Board discussed creating a rule for when a proposal should require a signature sheet from the membership. After a discussion, it was decided on setting a price limit prior to a signature sheet requirement.
 - FF/PM Horner made a motion to make the following a rule when a signature sheet is required, “Any proposal that exceeds \$10,000 will require a signature sheet(s) from the membership to be submitted with the proposal.”
 - FF/PM Krouse seconded the motion. All in attendance voted aye and a new rule was created for signature sheet requirements.
- Rule: Attendance for Proposal Presentation
 - The Board discussed creating a rule for when a member who submitted a proposal should be in attendance at the monthly meeting prior to the Board voting on the proposal.
 - After a discussion, FF/PM Jordan proposed the following rule, “A member or his/her designee shall be present at the meeting if they submitted a proposal to the Board from the General Fund.”

- Lt. Kellogg seconded the motion. FF/PM Krouse voted nay, with all others in attendance voting aye. A new rule was created from member attendance requirements.
- 2025-2026 Budget Discussion
 - FF/PM Jordan provided the Board with two (2) examples of line items to include in the fiscal 2025-2026 budget. Lt. Johnson provided a budget example from Northfield Fire's FFIB budget.
 - After a discussion, no action was taken. A final budget will be created and voted upon at the next monthly meeting.

New Business:

- Proposal 1: The board discussed a General Fund purchase proposal put forth by FF/PM Adrian. The proposal was submitted properly. The proposal was to purchase Oakley sunglasses for all line personnel, not to exceed \$12,000. Based on the newly created rule, the Board would like to see a signature sheet to determine member interest. Lt. Johnson would also like to know if the Health and Safety Committee had any requirements or ANSI requirements. Overall, the Board expressed concerns over the cost of the glasses, uniformity of the members, and if there are other inexpensive but quality options. FF/PM Krouse made a motion to vote on the proposal, with a second by FF/PM Horner.

Roll Call	Johnson	Kellogg	Adrian	Jordan	Horner	Krouse	Messersmith
VOTE	No	No	Abstained	No	No	No	No

Proposal DENIED for funding FF/PM Adrian's sunglasses proposal.

- Proposal 2: The board discussed a Station 3 Fund purchase proposal put forth by FF/PM Adrian. The proposal was submitted properly and surplus items were listed. The proposal was to purchase various kitchen items and dayroom tables for Station 3, not to exceed \$700. A discussion was had regarding the quality of the items purchased and if a limit should be had on a particular style or model before approval would be denied. After a discussion, FF/PM Krouse made a motion to vote on the proposal, with a second by FF/PM Horner. Chief Messersmith had no restrictions.

Roll Call	Johnson	Kellogg	Adrian	Jordan	Horner	Krouse	Messersmith
VOTE	Yes	Yes	Abstained	Yes	Yes	Yes	Yes

Proposal APPROVED for funding FF/PM Adrian's Station 3 kitchen and dayroom proposal.


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

Next meeting scheduled for 4/3/2025 at 1600hrs at Station 1.

A motion to adjourn the meeting was made by FF/PM Krouse with a second made by FF/PM Jordan. All in attendance said aye. Meeting adjourned at 1653hrs.

Minutes Approved and Accepted:


Chairman


Secretary