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# BARTLETT

FIRE PROTECTION DISTRICT

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## BOARD OF TRUSTEES MEETING

MAY 17, 2023

### Meeting Call to Order

Trustee McCarthy called the meeting of the Board of Trustees of the Bartlett Fire Protection District to order at 7:02 p.m. Those in attendance were Trustee McCarthy, Trustee Passaro, Trustee Hopkins, and Trustee Lukas-Bourgeois. Trustee Bersani attended by Zoom webinar. Also, in attendance were Chief Gabrenya, Deputy Chief Becker, Accountant James Howard, Human Resources Director Gumprecht, and Executive Assistant Kolber. Attorney Miller arrived at 7:39 p.m.

Trustee McCarthy led those in attendance in the Pledge of Allegiance.

### Public Comments

There were no public comments.

### Special Presentations

Trustee McCarthy presented a proclamation recognizing Emergency Medical Services Week, May 21 – 27, 2023.

A Swearing In Ceremony was held for Jennifer Lukas-Bourgeois as Trustee of the Bartlett Fire Protection District and Madelyn Ende as Commissioner of the Board of Fire Commissioners.

Trustee McCarthy made a motion for a recess at 7:17 p.m. Trustee Lukas-Bourgeois seconded the motion with a roll call vote as follows: Trustee Hopkins, yes; Trustee McCarthy, yes; Trustee Bersani, yes; Trustee Passaro, yes; Trustee Lukas-Bourgeois, yes; the motion so carried.

The meeting resumed at 7:39 p.m. Those in attendance were Trustee McCarthy, Trustee Lukas-Bourgeois, Trustee Passaro, and Trustee Hopkins. Trustee Bersani attended by Zoom webinar. Also, in attendance were Chief Gabrenya, Deputy Chief Becker, Attorney Miller, Accountant James Howard, Human Resources Director Gumprecht, and Executive Assistant Kolber.

### Election of Officers

Trustee Bersani made a motion to nominate Trustee Jim McCarthy as President of the Board of Trustees. Trustee McCarthy accepted the nomination. Trustee Passaro seconded the motion with a roll call vote as follows: Trustee Hopkins, yes; Trustee McCarthy, yes; Trustee Bersani, yes; Trustee Passaro, yes; Trustee Lukas-Bourgeois, yes; the motion so carried.

Trustee McCarthy made a motion to nominate Trustee Mike Bersani as Secretary of the Board of Trustees. Trustee Bersani accepted the nomination. Trustee Lukas-Bourgeois seconded the motion with a roll call vote as follows: Trustee Hopkins, yes; Trustee McCarthy, yes; Trustee Bersani, yes; Trustee Passaro, yes; Trustee Lukas-Bourgeois, yes; the motion so carried.

Trustee Hopkins made a motion to nominate Trustee Antonio Passaro as Treasurer of the Board of Trustees. Trustee Passaro accepted the nomination. Trustee Lukas-Bourgeois seconded the motion with a roll call vote as follows: Trustee Hopkins, yes; Trustee McCarthy, yes; Trustee Bersani, yes; Trustee Passaro, yes; Trustee Lukas-Bourgeois, yes; the motion so carried.

## ORDER OF BUSINESS

### Trustee's Report

Trustee Hopkins – Thank you to Ignite the Courage and the Bartlett Fire District for their presence at Ryan's room reveal upon returning home. Thank you to Chief Gabrenya for the ongoing commitment to mental health and training.

Trustee Passaro – Echo Trustee Hopkins comments. Good job on the extrication at Army Trail Rd. and Munger Rd.

Trustee Bersani – Echo the previous Trustee's comments. Welcome and congratulations Trustee Lukas-Bourgeois to the Board. Looking forward to working together. Congratulations to Commissioner Ende for her appointment to the Board of Fire Commissioners.

Trustee Lukas-Bourgeois – Echo the sentiments of fellow trustees. Thank you for welcoming me to the Board.

Trustee McCarthy – Echo the same comments as fellow trustees. Grateful for the continued firefighter training

### Approval of the Minutes

### Financial Report

Trustee Passaro reported that the total bills were:

FIRE FUND	\$127,279.20	BUILDING CAPITAL	\$12,504.07
AMBULANCE FUND	\$119,717.00	VEHICAL CAPITAL	\$0.00
EQUIPMENT CAPITAL	\$2,246.44	PAYROLL	\$836,720.64
	TOTAL ALL BILLS		\$1,098,467.30

### Old Business

Station 1 remodel update was provided by Deputy Chief Becker. Trustee Bersani requested a construction update going out on social media to the public.

### New Business

There was no new business discussed.

### Consent Agenda

Trustee Hopkins made a motion to approve the consent agenda items 1 through 6. Trustee Passaro seconded the motion and with a roll call vote as follows: Trustee Hopkins, yes; Trustee McCarthy, yes; Trustee Bersani, yes; Trustee Passaro, yes; Trustee Lukas-Bourgeois, yes; the motion so carried.

1. Approval of the Bill List as presented.
2. Approval of the Board meeting Regular Session Minutes 04/12/23
3. Approval of the Board meeting Closed Session Minutes 04/12/23
4. Approval of the Special Board meeting Regular Session Minutes 04/18/23
5. Approval of Resolution 2023-04, a resolution of the BFPD authorizing, confirming, and ratifying the credentials certification and proxy
6. Approval of Ordinance 2023-04, an ordinance creating and authorizing a committee pursuant to and in compliance with the Decennial Committees on Local Government Efficiency Act.

### Action to be taken by the Board

Accountant James Howard reviewed details regarding changing to a new banking structure.

Trustee Passaro made a motion to approve the new banking structure. Trustee Lukas-Bourgeois seconded the motion and with a roll call vote as follows: Trustee Hopkins, yes; Trustee McCarthy, yes; Trustee Bersani, yes; Trustee Passaro, yes; Trustee Lukas-Bourgeois, yes; the motion so carried.

Trustee Hopkins made a motion to approve the appointment of Bartlett Fire District residents Amy Jandek and Sheila Bednarke to the Decennial Committee. Trustee Bersani seconded the motion and with a roll call vote as follows: Trustee Hopkins, yes; Trustee McCarthy, yes; Trustee Bersani, yes; Trustee Passaro, yes; Trustee Lukas-Bourgeois, yes; the motion so carried.

Trustee Lukas-Bourgeois made a motion to approve Ordinance 2023-04, an ordinance creating and authorizing a committee pursuant to and in compliance with the Decennial Committee on Local Government Efficiency Act. Trustee Passaro seconded the motion and with a roll call vote as follows: Trustee Hopkins, yes; Trustee McCarthy, yes; Trustee Bersani, yes; Trustee Passaro, yes; Trustee Lukas-Bourgeois, yes; the motion so carried.

### **Attorney's Report**

The report will be discussed in closed session.

### **Fire Chief Gabrenya's Report**

- Reported on the information received while attending the Decennial Committee Conference.
- Thank you to Human Resources Director Gumprecht and Accountant Howard for the efforts put into the changing of the banking structure.
- 6 Applicants were received for the NIU intern. 5 Interviews are being set up.
- A FOIA was received today for the structure fire at 1200 Humbracht Cr. from the United Kingdom.

### **Deputy Chief Becker's Report**

- Reported on the call volume which has now leveled off.
- Reported on mutual aid responses in and out of the District.

### **Fire Marshal Heimbecker's Report**

- A written report was provided on the Fire Prevention Bureau monthly activities.

### **Upcoming Calendar**

- Memorial Day Walk and Remembrance, Bartlett Park, 10:00 a.m., May 29, 2023
- 31<sup>st</sup> Annual Elgin Area Firefighter Memorial Service, May 20, 2023, 533 St. Charles St., Elgin
- IAFFD Conference, Peoria, IL, June 14-17, 2023

### **Correspondence**

1. Thank you for the support and assistance from Chief Luchsinger, South Elgin & Countryside FPD regarding the loss of Trustee President Mary Van Winkle.
2. Thank you from a resident for the response and care.
3. Thank you to the crew for the shelter received during a recent storm from a resident.
4. Thank you for the sympathy and the support from the Powell family and the family of Trustee Robbins in the loss of a family member.
5. Thank you from a resident for the response and lifesaving actions.

### **Closed Session**

Trustee McCarthy made a motion to adjourn to closed session at 8:27 p.m. for the purpose of appointment, employment, compensation, discipline, performance, or dismissal of specific employees, pending, probable, or imminent litigation, or for any other lawful purpose. Trustee Hopkins seconded

the motion and with a roll call vote as follows: Trustee Hopkins, yes; Trustee McCarthy, yes; Trustee Bersani, yes; Trustee Passaro, yes; Trustee Lukas-Bourgeois, yes; the motion so carried.

The regular session resumed at 9:03 p.m. Those in attendance were Trustee McCarthy, Trustee Lukas-Bourgeois, Trustee Passaro, and Trustee Hopkins. Trustee Bersani attended by Zoom webinar. Also, in attendance were Chief Gabrenya, Deputy Chief Becker, Attorney Miller, Human Resources Director Gumprecht, and Executive Assistant Kolber.

With no further business to be brought before the Board, Trustee Passaro made a motion to adjourn. Trustee Lukas-Bourgeois seconded the motion and with a roll call vote as follows: Trustee Hopkins, yes; Trustee McCarthy, yes; Trustee Bersani, yes; Trustee Passaro, yes; Trustee Lukas-Bourgeois, yes; the regular session of the meeting was adjourned at 9:03 p.m.

Respectfully submitted,

Colleen Kolber  
Executive Assistant

ATTEST:

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President, James McCarthy

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Secretary, Michael Bersani

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Treasurer, Antonio Passaro

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Trustee, Jessica Hopkins

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Trustee, Jennifer Lukas-Bourgeois