

**FIRE COMMISSION MEETING  
OF THE  
BRISTOL KENDALL FIRE PROTECTION DISTRICT  
KENDALL COUNTY, ILLINOIS  
HELD IN THE CONFERENCE ROOM, 2<sup>ND</sup> FLOOR  
103 E. BEAVER STREET, YORKVILLE, IL 60560  
THURSDAY, DECEMBER 13, 2018**

**FIRE COMMISSION MEETING**

**BOARD PRESIDENT STEWART CALLED THE MEETING TO ORDER AT 5:02 P.M. AND DETERMINATION OF QUORUM**

Roll Call

Board President David Stewart – yea; Board Secretary Richard Dickson - yea;  
Board Treasurer Gary Schlapp - yea;  
Trustee Phyllis Yabsley – yea Trustee Ken Johnson – absent

Administration present: Chief James Bateman, Deputy Chief Tom Lindblom, Assistant Chief Tim Fairfield, Battalion Chief Michael Torrence, Battalion Chief Chris Ronning, Lt. Jeremy Messersmith and Minutes Recorder Darlene Perez.

Additional attendees: Lt. Brandon Fairfield, FF Larry Munch.

The Pledge of Allegiance was recited.

**PRESENT MINUTES OF NOVEMBER 8, 2018 FIRE COMMISSION MEETING**

Board President Stewart entertained a motion to approve the minutes of the November 8, 2018 Fire Commission Meeting. Motion from Trustee Yabsley. Seconded by Board Treasurer Schlapp. Motion carried. Minutes were signed.

**COMMENTS FROM THE PUBLIC**

Board President Stewart asked if there were any comments from the public. No comments were made by the public in attendance.

FF Mark Frieders entered the meeting at 5:04 p.m.

**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 / 2C1.

Motion by: Board Treasurer Schlapp    Seconded by: Trustee Yabsley

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

Roll Call

Board President David Stewart – yea; Secretary Richard Dickson - yea; Treasurer Gary Schlapp – yea  
Trustee Phyllis Yabsley – yea; Trustee Ken Johnson – absent

President: Also **joining the board in closed session** are:  
Fire Chief James Bateman.

Deputy Chief Tom Lindblom, Assistant Chief Tim Fairfield, Fire Marshal Mike Torrence, Battalion Chief Michael Ronning, Lt. Jeremy Messersmith and Minutes Recorder Darlene Perez, Lt. Brandon Fairfield, FF Larry Munch and FF Mark Frieders were asked to depart the meeting at 5:04 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.

Closed Session started at 5:05 p.m.

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    Seconded by: Trustee Yabsley

Closed Session adjourned and regular Fire Commission Meeting reconvened at 5:15 p.m.

President: Will the clerk please take a roll call.

Board President David Stewart - yea; Secretary Richard Dickson - yea; Treasurer Gary Schlapp – yea  
Trustee Phyllis Yabsley – yea; Trustee Ken Johnson – absent  
Roll Call

**ACTION AFTER CLOSED SESSION**

Chief Bateman entertained a motion the Board appoint Lt. Jeremy Messersmith as Assistant Chief of Training/Safety. Motion from Trustee Yabsley. Seconded by Board Treasurer Schlapp. Motion carried.

**ACCEPT THE RESIGNATION OF LT. MICHAEL FAIRFIELD FROM BKFPD - Accept**

Chief Bateman entertained a motion to accept the resignation of Lt. Michael Fairfield from the BKFD.

Motion from Board Treasurer Schlapp to accept the resignation of Lt. Michael Fairfield from the BKFD. Seconded by Trustee Yabsley. Motion carried.

**ACKNOWLEDGE RESIGNATION OF FF/PM JACOB JANDT FROM THE PSI CONTRACT - Acknowledge**

Chief Bateman advised FF/PM Jacob Jandt has resigned from the PSI contract to accept a full-time position elsewhere.

**REQUEST TO ADVERTISE AND INTERVIEW FOR PART-TIME FIREFIGHTERS**

Chief Bateman requested permission to advertise and interview for approximately 6-8 part-time firefighters.

Board President Stewart entertained a motion to approve the request to advertise and interview for part-time firefighters. Motion from Trustee Yabsley. Seconded by Board Treasurer Schlapp. Motion carried.

**ADVANCE CADET MATTHEW LIPTROT TO THE PART-TIME FIREFIGHTER ROSTER - Approve**

Chief Bateman requested permission to advance Cadet Matthew Liptrot to the part-time firefighter roster. Chief Bateman turned the floor over to A/C Messersmith. A/C Messersmith advised Matthew Liptrot has completed all but one qualification and that test score will be available tomorrow.

Board President Stewart entertained a motion to advance Matthew Liptrot to the firefighter roster. Motion from Board Secretary Dickson. Seconded by Board Treasurer Schlapp. Motion carried.

**PLACE CONNER SHERWOOD AND RICHARD MONTGOMERY ON THE CADET PROGRAM WAITING LIST - Approve**

Chief Bateman requested permission to place Conner Sherwood and Richard Montgomery on the Cadet Program waiting list.

Board President Stewart entertained a motion to place Conner Sherwood and Richard Montgomery on the Cadet Program waiting list. Motion from Trustee Yabsley. Seconded by Board Treasurer Schlapp. Motion carried.

**ADD CONNER SHERWOOD AND RICHARD MONTGOMERY TO THE CADET PROGRAM - Approve**

Chief Bateman requested Conner Sherwood and Richard Montgomery be added to the Cadet Program from the Cadet Program waiting list.

Board President Stewart entertained a motion to advance Matthew Liptrot to the firefighter roster. Motion from Board Secretary Dickson. Seconded by Trustee Yabsley. Motion carried.

**COMMENTS FROM THE PUBLIC**

Board President Stewart asked if there were any comments from the public. No comments were made by the public in attendance.

**NEXT FIRE COMMISSION MEETING**

The next Fire Commission Meeting is scheduled for January 10, 2019 at 5:00 p.m. at 103 E. Beaver Street, Yorkville, IL 60560

**ADJOURNMENT**

Board President Stewart entertained a motion to adjourn the Fire Commission Meeting.

Motion from Board Treasurer Schlapp. Seconded by Trustee Yabsley. Motion carried.

The Fire Commission Meeting adjourned at 5:22 p.m.

Minutes Approved and Accepted:

*David Stewart*

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President

*R. Robinson*

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Secretary