

**TRUSTEE MEETING MINUTES
OF THE
BRISTOL KENDALL FIRE PROTECTION DISTRICT
KENDALL COUNTY, ILLINOIS
HELD IN THE TRAINING ROOM, 2ND FLOOR
103 E. BEAVER STREET, YORKVILLE, IL 60560
THURSDAY, APRIL 11, 2024**

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 Treasurer Marty Schwartz – yea;
Board Secretary Dr. Gary Schlapp – yea; Trustee Jeff Farren – yea; Trustee Darin Peterson – yea

Administration present: Assistant Chief Scott McCarty, Assistant Chief Ryan Cihak, Fire Marshal Michael Torrence, and Katie Miller (minutes recorder). Interim Fire Chief Jeremy Messersmith joined open meeting via a Microsoft Teams Meeting.

Also in attendance was James Howard of Governmental Accounting and Tom Sawyer from Sawyer Falduto.

The Pledge of Allegiance was recited.

APPROVE MINUTES OF THE MARCH 14, 2024 REGULAR TRUSTEE'S MEETING

Board President Johnson entertained a motion to approve the March 14, 2024 Regular Trustee's Meeting Minutes. Motion to approve by Trustee Peterson. Seconded by Trustee Farren. All in favor say aye. All those opposed say no. Motion passed.

APPROVE MINUTES OF THE MARCH 14, 2024 CLOSED SESSION TRUSTEE'S MEETING

Board President Johnson entertained a motion to approve the March 14, 2024 Regular Closed Session Trustee's Meeting Minutes. Motion to approve, but not release by Board Secretary Dr. Schlapp. Seconded by Trustee Peterson. All in favor say aye. All those opposed say no. Motion passed.

COMMENTS FROM THE PUBLIC

N/A

DISTRICT BILLS

Reimbursement Expenses – N/A

The Board List of Bills was presented for approval:

Fire - \$58,626.97; EMS - \$74,420.88; Operations - \$17,486.94
Insurance - \$16,085.00; Online ACH payments - \$54,757.22; Memorial - \$0.00
Total: \$221,377.07

Board President Johnson entertained a motion to approve the District bills. Motion from Trustee Farren and seconded by Trustee Peterson.

Roll Call

Board President Ken Johnson – yea ; Board Treasurer Marty Schwartz – yea;
Board Secretary Dr. Gary Schlapp – yea; Trustee Jeff Farren – yea; Trustee Darin Peterson – yea
Motion Carried.

PAYROLL

The Payroll Summary Report was presented for a total gross payroll of \$417,408.42 for the month of March 2024 for 2 pay periods.

Board President Johnson entertained a motion to approve the Payroll. Motion from Board Secretary Dr. Schlapp and seconded by Board Treasurer Schwartz.

Roll Call

Board President Ken Johnson – yea ; Board Treasurer Marty Schwartz – yea;
Board Secretary Dr. Gary Schlapp – yea; Trustee Jeff Farren – yea; Trustee Darin Peterson – yea
Motion Carried.

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.

James Howard also went over the 2025 Fiscal year Budget Presentation.

SAWYER FALDUTO

Tom Sawyer from Sawyer Falduto attended to present his quarterly report.

FIRE MARSHAL TORRENCE’S REPORT

Fire Marshal Torrence's report was presented and placed on file.

ASSISTANT CHIEF CIHAK’S REPORT

A/C Cihak’s report was presented and placed on file.

ASSISTANT CHIEF MCCARTY’S OPERATION REPORT

A/C McCarty’s report was presented and placed on file.

INTERIM FIRE CHIEF MESSERSMITH’S REPORT

Chief Messersmith’s Fire Chief report was presented by AC McCarty and placed on file.

CLOSED SESSION

President: At this time I would ask for a motion to suspend the special meeting to enter into a closed session per 5 ILCS 120/2(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 Secretary Dr. Schlapp Second by: Board Treasurer 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; Board Treasurer Marty Schlapp - yea
Secretary Gary Schlapp – yea; Trustee Jeff Farren – yea; Trustee Darin Peterson - yea

President: Also joining the board in closed session are:

Administration present: A/C McCarty, A/C Cihak and Katie Miller (minutes recorder).

Closed Session began at 6:17 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 Schwartz Second by: Trustee Farren
All those in favor of a closed session say aye. All those opposed say no. Motion passed.

The closed session was adjourned at 6:35 p.m. and the regular Trustee Meeting reconvened at 6:37 p.m.

President: Will the clerk please take a roll call.

Roll Call

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

ACTION AFTER CLOSED SESSION

A. James Bateman Employment

Board President Johnson entertained a motion to terminate James Bateman effective 4/11/2024 from Bristol Kendall Fire Protection District. Motion to approve made by Board Secretary Dr. Schlapp. Seconded by Trustee Peterson.

Roll Call

Board President Ken Johnson - yea; Board Treasurer Marty Schwartz - yea;
Board Secretary Dr. Gary Schlapp - yea; Trustee Jeff Farren – yea; Trustee Darin Peterson - yea
Motion Carried.

B. PSI Contract

Board President Johnson entertained a motion to approve the new PSI Contract. Motion to approve made by Trustee Peterson. Seconded by Trustee Farren.

Roll Call

Board President Ken Johnson - yea; Board Treasurer Marty Schwartz - yea;
Board Secretary Dr. Gary Schlapp - yea; Trustee Jeff Farren – yea; Trustee Darin Peterson - yea

Motion Carried.

CHIEF REPORT AND GENERAL BUSINESS

A. Present and Discuss Tentative Budget

Board President Johnson entertained a motion to approve. Motion to approve by Board Treasurer Schwartz. Seconded by Trustee Farren.

Roll Call

Board President Ken Johnson - yea; Board Treasurer Marty Schwartz - yea;
Board Secretary Dr. Gary Schlapp - yea; Trustee Farren – yea; Trustee Darin Peterson - yea
Motion Carried

B. Approval to hire up to 7 Cadets from list

A/C McCarty asked for approve to hire up to 7 Cadets for this year’s Cadet Program.

Board President Johnson entertained a motion to approve. Motion to approve by Board Secretary Dr. Schlapp. Seconded by Trustee Farren. All in favor say aye. All those opposed say no. Motion passed.

C. Acceptance of Resignation of Maurice Sandifer

A/C McCarty asked for approval to accept the resignation of part time employee Maurice Sandifer. Motion to approve by Board Treasurer Schwartz. Seconded by Trustee Farren. All in favor say aye. All those opposed say no. Motion passed.

D. Discuss and Approve Purchase of Fire Engine

A/C McCarty asked for approve to purchase the presented Fire Engine.

Board President Johnson entertained a motion to approve the Fire Engine. Motion to approve made by Trustee Peterson.. Seconded by Trustee Farren.

Roll Call

Board President Ken Johnson - yea; Board Treasurer Marty Schwartz - yea;
Board Secretary Dr. Gary Schlapp - yea; Trustee Farren – yea; Trustee Darin Peterson - yea
Motion Carried.

E. Discuss and Approve Retirement Healthcare Plan and 457 Resolutions

A/C McCarty and A/C Cihak discussed the Retirement Healthcare Plan and 457 Resolutions they’d like approved. Motion to approve the Retirement Healthcare Plan made by Board Secretary Dr. Schlapp and seconded by Trustee Farren. Motion to approve the 457 Resolutions made by Trustee Farren and seconded by Board Treasurer Schwartz.

Roll Call

Board President Ken Johnson - yea; Board Treasurer Marty Schwartz - yea;
Board Secretary Dr. Gary Schlapp - yea; Trustee Farren – yea; Trustee Darin Peterson - yea
Motion Carried.

F. IT Position Update

A/C McCarty informed the board that Greg Thomas will be the new Information Technology Administrator and will start April 29, 2024.

G. Discuss and approve Hazard Mitigation Plan Resolution

Fire Marshal Torrence asked for approval to apply for and possibly receive grants from FEMA. Motion to approve made by Trustee Peterson. Seconded by Board Treasurer Schwartz. All in favor say aye. All those opposed say no. Motion passed.

REPORTS FROM YORKVILLE PLANNING COUNCIL

Nothing to report.

OTHER BUSINESS OR COMMENTS FROM THE PUBLIC TO COME BEFORE THE BOARD

N/A

NEXT REGULAR TRUSTEE’S MEETING

The next Regular Trustee’s Meeting is scheduled for May 9, 2024 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 Peterson. Seconded by Board Secretary Dr. Schlapp. All in favor say aye. All those opposed say no. Motion passed.

The Trustee Meeting of April 11, 2024 adjourned at 7:04 p.m.

Minutes Approved and Accepted:

Ken Johnson
President

[Signature]
Secretary