

**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, MAY 9, 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: Interim Fire Chief Jeremy Messersmith, Assistant Chief Scott McCarty, Assistant Chief Ryan Cihak, Fire Marshal Michael Torrence, and Katie Miller (minutes recorder).

Also in attendance was James Howard of Governmental Accounting.

The Pledge of Allegiance was recited.

**APPROVE MINUTES OF THE APRIL 11, 2024 REGULAR TRUSTEE'S MEETING**

Board President Johnson entertained a motion to approve the April 11, 2024 Regular Trustee's Meeting Minutes. Motion to approve by Trustee Farren. Seconded by Board Secretary Dr. Schlapp. All in favor say aye. All those opposed say no. Motion passed.

**APPROVE MINUTES OF THE APRIL 11, 2024 CLOSED SESSION TRUSTEE'S MEETING**

Board President Johnson entertained a motion to approve the April 11, 2024 Regular Closed Session Trustee's Meeting Minutes. Motion to approve, but not release by Board Treasurer Schwartz. Seconded by Board Secretary Dr. Schlapp. All in favor say aye. All those opposed say no. Motion passed.

**COMMENTS FROM THE PUBLIC**

N/A

**DISTRICT BILLS**

A reimbursement expense form was presented for Board Secretary Dr. Schlapp for \$88.44.

Board President Johnson entertained a motion to approve the reimbursement. Motion from Trustee Peterson. Seconded by Board Treasurer Schwartz.

Roll Call

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

The Board List of Bills was presented for approval:

Fire - \$78,897.74; EMS - \$95,903.31; Operations - \$37,300.53  
Insurance - \$18,140.00; Online ACH payments - \$48,442.36; Memorial - \$0.00  
Total: \$278,683.94

Board President Johnson entertained a motion to approve the District bills. 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.

**PAYROLL**

The Payroll Summary Report was presented for a total gross payroll of \$787,777.27 for the month of April 2024 for 3 pay periods.

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

**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.

**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 and placed on file.

**CHIEF REPORT AND GENERAL BUSINESS**

- A. Approve to crossover Lucas Alegria from Cadet Program to Part Time

Board President Johnson entertained a motion to approve crossing Lucas Alegria over to part time from a Cadet. Motion to approve by Board Treasurer Schwartz. Seconded by Board Secretary Dr. Schlapp. All in favor say aye. All those opposed say no. Motion passed.

**B. Approval to hire two Part Time employees**

Chief Messersmith asked for approval to hire two more part time employees.

Board President Johnson entertained a motion to approve two additional part time employees. Motion to approve by Board Treasurer Schwartz. Seconded by Trustee Farren. All in favor say aye. All those opposed say no. Motion passed.

**C. Approve the hiring of up to 30 Full Time District Firefighters**

Chief Messersmith asked for approval to hire up to 30 full time district firefighters.

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

**D. Declare and approve Medic 144 as Surplus**

Chief Messersmith discussed getting approval to declare Medic 144 as surplus.

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

**E. Declare and approve St. 3 lawn mower as Surplus**

Chief Messersmith discussed getting approval to declare St. 3 lawn mower as surplus.

Board President Johnson entertained a motion to approve the surplus. Motion to approve made by Board Treasurer Schwartz. Seconded by Trustee Peterson. All in favor say aye. All those opposed say no. Motion passed.

**F. Approve hiring FGM Architects for roofs and St. 1 HVAC projects**

Chief Messersmith sought approval in hiring FGM Architects for the roofs and St. 1 HVAC projects.

Board President Johnson entertained a motion to approve. Motion to approve made by Trustee Peterson. 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

**G. E123 Update and possible action**

Chief Messersmith discussed E123. The plan was to move the vehicle to reserve status once new truck goes into service. E123 currently has a crack and the board brought up going back to Pierce to discuss the issue.

Board President Johnson entertained a motion on E123. Trustee Peterson motioned to reframe up to \$150,000 and to contact Pierce to see if we can get an order for another twin with a discount. Seconded by Board Secretary Dr. Schlapp.

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

**H. Review and Approve Ready Rebound Proposal**

Chief Messersmith presented information on the Ready Rebound program for employees and asked for approval to move forward.

Board President Johnson entered a motion to approve moving forward with Ready Rebound. Motion to approve by Board Treasurer Schwartz. 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

**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 June 13, 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 Board Secretary Dr. Schlapp. Seconded by Trustee Farren. All in favor say aye. All those opposed say no. Motion passed.

The Trustee Meeting of May 9, 2024 adjourned at 6:27 p.m.

Minutes Approved and Accepted:

  
\_\_\_\_\_  
President

  
\_\_\_\_\_  
Secretary