

**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, JUNE 12, 2025**

**REGULAR TRUSTEE'S MEETING**

**BOARD PRESIDENT JOHNSON CALLED THE MEETING TO ORDER AT 4:57 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: 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 Tom Coughlin of Governmental Accounting.

The Pledge of Allegiance was recited.

**APPROVE MINUTES OF THE MAY 8, 2025 REGULAR TRUSTEE'S MEETING**

Board President Johnson entertained a motion to approve the May 8, 2025 Regular Trustee's Meeting Minutes. Motion to approve by Trustee Peterson. Seconded by Board Secretary Dr. Schlapp. All in favor say aye. All those opposed say no. Motion passed.

**APPROVE MINUTES OF THE MAY 8, 2025 CLOSED SESSION TRUSTEE'S MEETING**

Board President Johnson entertained a motion to approve the May 8, 2025 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**

Mike Powers from Local 365 Workforce Development spoke regarding the roof project and explained what his company does in regards to training the youth.

Joel Orosco from Smart Local 265 spoke regarding his concerns on the two low bidders for the roof project and violations regarding OSHA and payroll that he was aware of for those companies.

**DISTRICT BILLS**

Travel reimbursement expense forms were presented for FF/PM Matthew Szopinski for \$3,244.23.

Board President Johnson entertained a motion to approve the reimbursements. Motion from Trustee Peterson. 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

The Board List of Bills was presented for approval:

Fire - \$62,218.99; EMS - \$10,818.02; Operations - \$33,818.36; Capital - \$306,274.40; Foreign Fire - \$0.00  
Insurance - \$17,538.00; Online ACH payments - \$94,027.91; Memorial - \$0.00  
Total: \$524,695.68

Board President Johnson entertained a motion to approve the District bills. Motion from Board Treasurer Schwartz and 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.

### **PAYROLL**

The Payroll Summary Report was presented for a total gross payroll of \$538,953.00 for the month of May 2025 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**

Tom Coughlin 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.

### **FIRE CHIEF MESSERSMITH'S REPORT**

Chief Messersmith's Fire Chief report was presented and placed on file.

### **PURCHASES AND GENERAL BUSINESS**

#### **A. Approve St 1. Roof Project Bid**

Board President Johnson entertained a motion to approve the Weisbrook bid for the roof project. Motion to approve from Board Secretary Dr. Schlapp 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.

**B. Discuss Fire Engine repair or replacement options and approval**

Repair versus replacement options were discussed and repairing the engine for around \$100,000 was the decided route after discussion.

Board President Johnson entertained a motion for this approval. Motion to approve from Trustee Peterson and 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..

**C. Approve FY26 Final Budget**

Board President Johnson entertained a motion for approving FY26 budget. Motion to approve from Trustee Farren and 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.

**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 Treasurer Schwartz Second by: Peterson

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: Chief Messersmith, A/C McCarty, A/C Cihak and Katie Miller (minutes recorder).

Closed Session began at 6:03 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 Peterson  
All those in favor of a closed session say aye. All those opposed say no. Motion passed.

The closed session was adjourned at 6:52 p.m. and the regular Trustee Meeting reconvened at 6:54 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. President Johnson entertained a motion to adjust the chiefs' salaries as discussed in closed session. Motion to approve from Trustee Darin Peterson and 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.

**REPORTS FROM YORKVILLE PLANNING COUNCIL**

N/A

**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 August 14, 2025 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 Treasurer Schwartz and seconded by Trustee Farren. All in favor say aye. All those opposed say no. Motion passed.

The Trustee Meeting of June 12, 2025 was adjourned at 6:55 p.m.

Minutes Approved and Accepted:

  
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President

  
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Secretary