

**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, JULY 10, 2025**

REGULAR TRUSTEE'S MEETING

**BOARD PRESIDENT JOHNSON CALLED THE MEETING TO ORDER AT 4:59 P.M. and
DETERMINATION OF QUORUM**

Roll Call

Board President Ken Johnson – yea; Board Treasurer Marty Schwartz – yea;
Board Secretary Dr. Gary Schlapp – absent; 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 James Howard of Governmental Accounting.

The Pledge of Allegiance was recited.

APPROVE MINUTES OF THE JUNE 12, 2025 PUBLIC HEARING

Board President Johnson entertained a motion to approve the June 12, 2025 Public Hearing Meeting Minutes. Motion to approve by Trustee Peterson. Seconded by Board Treasurer Schwartz. All in favor say aye. All those opposed say no. Motion passed.

APPROVE MINUTES OF THE JUNE 12, 2025 REGULAR TRUSTEE'S MEETING

Board President Johnson entertained a motion to approve the June 12, 2025 Regular Trustee's Meeting Minutes. Motion to approve by Trustee Peterson. Seconded by Board Treasurer Schwartz. All in favor say aye. All those opposed say no. Motion passed.

APPROVE MINUTES OF THE JUNE 12, 2025 CLOSED SESSION TRUSTEE'S MEETING

Board President Johnson entertained a motion to approve the June 12, 2025 Regular Closed Session Trustee's Meeting Minutes. Motion to approve, but not release by Trustee Peterson. Seconded by Trustee Farren. All in favor say aye. All those opposed say no. Motion passed.

SEMIANNUAL REVIEW OF CLOSED SESSION MINUTES. APPROVE, BUT NOT RELEASE

Board President Johnson entertained a motion to approve the semiannual review of closed session minutes. Motion to approve, but not release by Trustee Peterson. Seconded by Trustee Farren. All in favor say aye. All those opposed say no. Motion passed.

COMMENTS FROM THE PUBLIC

Citizen Randall Stiles who went into cardiac arrest in June said thank you to everyone who assisted him that day.

DISTRICT BILLS

The Board List of Bills was presented for approval:

Fire - \$11,895.05; EMS - \$152,863.54; Operations - \$30,139.00; Capital - \$74,859.88; Foreign Fire - \$0.00
Insurance - \$17,538.00; Online ACH payments - \$77,640.37; Memorial - \$0.00
Total: \$364,935.84

Board President Johnson entertained a motion to approve the District bills. Motion from 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 – absent; Trustee Jeff Farren – yea; Trustee Darin Peterson – yea
Motion Carried.

PAYROLL

The Payroll Summary Report was presented for a total gross payroll of \$553,797.86 for the month of June 2025 for 2 pay periods.

Board President Johnson entertained a motion to approve the Payroll. Motion from by Board Treasurer Schwartz and seconded by Trustee Farren.

Roll Call

Board President Ken Johnson – yea ; Board Treasurer Marty Schwartz – yea;
Board Secretary Dr. Gary Schlapp – absent; 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.

Cadet Kaleb Dhuse, Civilian James Stepien, and Officer Tim Kolowski were recognized for their lifesaving efforts.

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. Approval to hire up to three part time firefighters

Board President Johnson entertained a motion to approve to hire up to three part time firefighters. Motion to approve from Trustee Peterson and seconded by Trustee Farren.

Roll Call

Board President Ken Johnson – yea; Board Treasurer Marty Schwartz – yea;
Board Secretary Dr. Gary Schlapp – absent; 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 July 10, 2025 was adjourned at 5:49 p.m.

Minutes Approved and Accepted:



President



Secretary