

**FIRE COMMISSION REGULAR MEETING MINUTES
OF THE
BRISTOL KENDALL FIRE PROTECTION DISTRICT
HELD IN THE CONFERENCE ROOM, 2ND FLOOR
103 E. BEAVER STREET, YORKVILLE, IL 60560
TUESDAY, AUGUST 12, 2025**

Call Meeting to Order Determination of Quorum - Board Chairman

The meeting was called to order by Chairman Mark Hoffert at 4:07 p.m. In attendance were Fire Commissioners Mark Hoffert, Scott Harmon, Ed Duda, Fire Chief Messersmith, A/C McCarty, A/C Cihak, Fire Marshal Torrence and Katie Miller (minutes recorder).

The Pledge of Allegiance was recited.

Review Minutes of the May 13, 2025 Regular Meeting - Approve

A motion was made by Secretary Harmon to approve the May 13, 2025 Fire Commission Regular Meeting Minutes. Seconded by Commissioner Duda. All those in favor say aye. All those opposed say nay. Motion passed.

Review Minutes of the June 10, 2025 Special Meeting - Approve

A motion was made by Commissioner Duda to approve the June 10, 2025 Fire Commission Special Meeting Minutes. Seconded by Secretary Harmon. All those in favor say aye. All those opposed say nay. Motion passed.

Review Minutes of the June 10, 2025 Closed Meeting – Approve, but not release

A motion was made by Secretary Harmon to approve, but not release, the June 10, 2025 Fire Commission Closed Meeting Minutes. Seconded by Commissioner Duda. All those in favor say aye. All those opposed say nay. Motion passed.

Comments from the Public - Board Chairman

There were no comments from the public.

Closed Session

Chairman: At this time I would ask for a motion to suspend the regular meeting to enter into a closed session per 5 ILCS 120/2(c)(1) for the purpose of conducting interviews for the lieutenant position.

Motion by: Secretary Harmon Seconded by: Commissioner Duda
All those in favor say aye. All those opposed say nay. Motion passed.

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

Roll Call

Chairman Mark Hoffert – yea; Secretary Scott Harmon - yea; Commissioner Ed Duda – yea

Chairman: Also **joining the board in closed session** are:
Fire Chief Messersmith, A/C McCarty, A/C Cihak, Fire Marshal Torrence, Katie Miller (minutes recorder).

Chairman: 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 4:10pm.

Chairman: At this time I would ask for a motion to adjourn the closed session and return to the regular meeting.

Motion by: Secretary Harmon Seconded by: Commissioner Duda
All those in favor say aye. All those opposed say nay. Motion passed.

Closed Session adjourned and the Special Fire Commission Meeting reconvened at 4:18pm.

Chairman: Will the clerk please take a roll call.

Chairman Mark Hoffert – yea; Secretary Scott Harmon - yea; Commissioner Ed Duda – yea
Motion Carried

Action After Closed Session

Chairman Mark Hoffert asked for a motion to remove Kyle Camatti from the final eligibility list. A motion was by Secretary Harmon and seconded by Commissioner Duda. All those in favor say aye. All those opposed say nay. Motion passed.

Probationary Employee Update

Fire Chief Messersmith stated five individuals coming off of probation in September. One of those individuals did not get into medic school yet.

Comments from the Public - Board Chairman

There were no comments from the public.

Adjourn the Meeting

The next regular meeting is scheduled for November 18, 2025 at 4:00 pm.

Secretary Harmon moved to adjourn the August 12, 2025 Fire Commission Meeting. Seconded by Commissioner Duda. All those in favor say aye. All those opposed say nay. Motion passed.

The Regular Fire Commission Meeting adjourned at 4:35 p.m.

Minutes Approved and Accepted:


Chairman


Secretary