

**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, NOVEMBER 13, 2025**

**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 – 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).

The Pledge of Allegiance was recited.

**APPROVE MINUTES OF THE OCTOBER 9, 2025 REGULAR TRUSTEE'S MEETING**

Board President Johnson entertained a motion to approve the October 9, 2025 Regular Trustee's Meeting Minutes. Motion to approve by Board Treasurer Schwartz. Seconded by Trustee Peterson. All in favor say aye. All those opposed say no. Motion passed.

**COMMENTS FROM THE PUBLIC**

N/A

**DISTRICT BILLS**

The Board List of Bills was presented for approval:

Fire - \$25,986.50; EMS - \$12,535.10; Operations - \$30,128.21; Capital - \$256,186.45; Foreign Fire - \$0.00  
Insurance - \$18,819.00; Online ACH payments - \$73,095.00; Memorial - \$0.00  
Total: \$416,750.26

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 \$846,454.67 for the month of October 2025 for 3 pay periods.

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

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**

Chief Messersmith presented Governmental Accounting's financial report. The 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.

**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: Trustee Farren 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 – absent; 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 5:26 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: Trustee Peterson Second by: Board Treasurer Schwartz

All those in favor of a closed session say aye. All those opposed say no. Motion passed.

The closed session was adjourned at 5:42 p.m. and the regular Trustee Meeting reconvened at 5:43 p.m.

President: Will the clerk please take a roll call.

Roll Call

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

**ACTION AFTER CLOSED SESSION**

N/A

**PURCHASES AND GENERAL BUSINESS**

**A. Open Session Audio Destruction – July 10, 2025 meeting**

Board President Johnson entertained a motion to approve destroying all open session audio recordings from the Trustee meeting on July 10, 2025. Motion to approve from Trustee Farren and seconded by Trustee Peterson. All in favor say aye. All those opposed say no. Motion passed.

**B. Closed Session Audio Destruction – April 11, 2024 meeting**

Board President Johnson entertained a motion to approve destroying all closed session audio recordings from the Trustee meeting on April 11, 2024. Motion to approve from Trustee Peterson and seconded by Board Treasurer Schwartz. All in favor say aye. All those opposed say no. Motion passed.

**C. Discuss and approve Ordinance 2025-03 Technical Rescue Fee Ordinance**

Board President Johnson entertained a motion approve Ordinance 2025-03 Technical Rescue Fee. Motion to approve from 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.

**D. Discuss and approve Ordinance 2025-04 Spiller Ordinance**

Board President Johnson entertained a motion approve Ordinance 2025-04 Spiller Ordinance. Motion to approve from Trustee Peterson 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.

**E. Discuss and approve Ordinance 2025-05 Lift Assist Fee Ordinance**

Board President Johnson entertained a motion approve Ordinance 2025-05 Lift Assist Fee ordinance. Motion to approve 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.

**F. Discuss and approve Ordinance 2025-06 2025 Tax Levy Ordinance**

Board President Johnson entertained a motion approve Ordinance 2025-06 2025 Tax Levy ordinance. Motion to approve from 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.

**G. Approve 2026 Trustee meeting dates**

Board President Johnson entertained a motion to approve the 2026 Trustee meeting dates. Motion to approve from Trustee Farren and seconded by Board Treasurer Schwartz. All in favor say aye. All those opposed say no. Motion passed.

**H. Approve 2026 Holiday Schedule**

Board President Johnson entertained a motion to approve the 2026 Holiday schedule. Motion to approve from Trustee Farren and seconded by Board Treasurer Schwartz. All in favor say aye. All those opposed say no. Motion passed.

**I. Accept and Approve Employment Status Changes**

Board President Johnson entertained a motion to approve the resignation of Cadet Leyton Purdue. Motion to approve from Board Treasurer Schwartz and seconded by Trustee Farren. All in favor say aye. All those opposed say no. Motion passed.

Board President Johnson entertained a motion to approve the resignation of Cadet Mikayla Hamiti. Motion to approve from Trustee Peterson and seconded by Board Treasurer Schwartz. All in favor say aye. All those opposed say no. Motion passed.

Board President Johnson entertained a motion to approve Mason Hayes, Connor Morgan, and Ryan Wulff from Cadet to Part Time. Motion to approve from Trustee Peterson and seconded by Trustee Farren. All in favor say aye. All those opposed say no. Motion passed.

**J. Discuss maintenance agreement with Sandwich Fire Protection District**

Chief Messersmith discussed creating a fleet maintenance agreement with Sandwich Fire Protection District, as has been done with Little Rock Fire Protection District.

**K. Discuss Data Center Projects**

Chief Messersmith discussed the data center projects with the board and provided an update from the city meeting.

L. **Discuss and approve impact fee request to City of Yorkville**

Board President Johnson entertained a motion to approve sending an impact fee increase request to the City of Yorkville. Motion to approve 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 – 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 September 11, 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 Peterson. All in favor say aye. All those opposed say no. Motion passed.

The Trustee Meeting of November 13, 2025 was adjourned at 6:30 p.m.

Minutes Approved and Accepted:

  
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President

  
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Secretary