

**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
FRIDAY, DECEMBER 12, 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;
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.

A moment of silence was held in honor of Trustee Dr. Gary Schlapp.

APPROVE MINUTES OF THE NOVEMBER 13, 2025 REGULAR TRUSTEE'S MEETING

Board President Johnson entertained a motion to approve the November 13, 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.

APPROVE MINUTES OF THE NOVEMBER 13, 2025 CLOSED SESSION TRUSTEE'S MEETING

Board President Johnson entertained a motion to approve the November 13,, 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.

COMMENTS FROM THE PUBLIC

N/A

DISTRICT BILLS

The Board List of Bills was presented for approval:

Fire - \$33,658.81; EMS - \$70,896.36; Operations - \$41,782.88; Capital - \$49,172.21; Foreign Fire - \$0.00
Insurance - \$19,046.00; Online ACH payments - \$71,239.28; Memorial - \$0.00
Total: \$285,795.54

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

Roll Call

Board President Ken Johnson – yea; Board Treasurer Marty Schwartz – yea;
Trustee Jeff Farren – yea; Trustee Darin Peterson – yea
Motion Carried.

PAYROLL

The Payroll Summary Report was presented for a total gross payroll of \$562,078.56 for the month of November 2025 for 2 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;
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 and per 5 ILCS 120/2(C)(3) The selection of a person to fill a public office, as defined in this Act, including a vacancy in a public office, when the public body is given power to appoint under law or ordinance, or the discipline, performance or removal of the occupant of a public office, when the public body is given power to remove the occupant under law or ordinance.

Motion by: Trustee Peterson

Second by: Trustee Farren

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
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 5:34 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 Farren 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 5:51 p.m. and the regular Trustee Meeting reconvened at 5:52 p.m.

President: Will the clerk please take a roll call.

Roll Call

Board President Johnson – yea; Treasurer Marty Schwartz - yea

Trustee Jeff Farren – yea; Trustee Darin Peterson - yea

ACTION AFTER CLOSED SESSION

N/A

PURCHASES AND GENERAL BUSINESS

A. Open Session Audio Destruction – August 14, 2025 meeting

Board President Johnson entertained a motion to approve destroying all open session audio recordings from the Trustee meeting on August 14, 2025. Motion to approve from Trustee Peterson and seconded by Board Treasurer Schwartz. All in favor say aye. All those opposed say no. Motion passed.

B. Closed Session Audio Destruction – None

There was no closed session to be listed for audio destruction.

C. Approve to Surplus 2010 Ford Explorer

Board President Johnson entertained a motion to approve the surplus the 2010 Ford Explorer. Motion to approve from Trustee Farren and seconded by Board Treasurer Schwartz. All in favor say aye. All those opposed say no. Motion passed.

D. Approve Policy 403 – Health and Welfare Benefits

Board President Johnson entertained a motion approve Policy 403 – Health and Welfare Benefits. Motion to approve from Board Treasurer Schwartz and seconded by Trustee Farren.

Roll Call

Board President Ken Johnson – yea; Board Treasurer Marty Schwartz – yea;
Trustee Jeff Farren – yea; Trustee Darin Peterson – yea
Motion Carried.

E. Discuss and Approve Fleet Maintenance Agreement with Sandwich Community FPD

Discussion was held on the pending fleet maintenance agreement with Sandwich Community Fire Protection District. It was asked to table approving the agreement and to come back next month with difference rates.

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

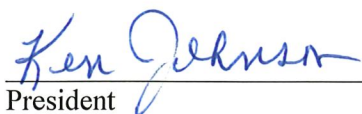
The next Regular Trustee's Meeting is scheduled for January 8, 2026 at 5:00 p.m. at 103 E. Beaver Street, Yorkville, IL 60560.

ADJOURNMENT

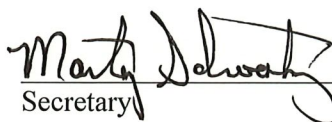
Board President Johnson entertained a motion to adjourn the Regular Trustee's Meeting. Motion by Trustee Farren and seconded by Trustee Peterson. All in favor say aye. All those opposed say no. Motion passed.

The Trustee Meeting of December 12, 2025 was adjourned at 6:08 p.m.

Minutes Approved and Accepted:



President



Secretary