

**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, MARCH 12, 2026**

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 – Darin Peterson - yea; Trustee Jeff Farren – yea; Trustee Mark Hoffert – absent

Administration present: Fire Chief Jeremy Messersmith, Assistant Chief Scott McCarty, Fire Marshal Michael Torrence, and Katie Miller (minutes recorder).

The Pledge of Allegiance was recited.

APPROVE MINUTES OF THE FEBRUARY 12, 2026 REGULAR TRUSTEE'S MEETING

Board President Johnson entertained a motion to approve the February 12, 2026 Regular Trustee's Meeting Minutes. Motion to approve by Board Secretary Peterson. Seconded by Trustee Farren. All in favor say aye. All those opposed say no. Motion passed.

APPROVE MINUTES OF THE FEBRUARY 12, 2026 CLOSED SESSION TRUSTEE'S MEETING

Board President Johnson entertained a motion to approve the February 12, 2026 Regular Closed Session Trustee's Meeting Minutes. Motion to approve, but not release by Trustee Farren. Seconded by Board Secretary Peterson. 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 Farren. Seconded by Board Secretary 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 - \$21,402.75; EMS - \$65,120.62; Operations - \$32,480.36; Capital - \$12,481.81; Foreign Fire - \$0.00
Insurance - \$18,819.00; Online ACH payments - \$77,788.42; Memorial - \$0.00
Total: \$228,092.96

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

Roll Call

Board President Ken Johnson – yea; Board Treasurer Marty Schwartz – yea;

Board Secretary – Darin Peterson – yea; Jeff Farren – yea; Trustee Mark Hoffert- absent
Motion Carried.

PAYROLL

The Payroll Summary Report was presented for a total gross payroll of \$563,689.02 for the month of February 2026 for 2 pay periods.

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

Roll Call

Board President Ken Johnson – yea; Board Treasurer Marty Schwartz – yea;
Board Secretary – Darin Peterson – yea; Jeff Farren – yea; Trustee Mark Hoffert- absent
Motion Carried.

GOVERNMENTAL ACCOUNTING TO DISCUSS THE FINANCIAL REPORT

James Howard 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
Board Secretary Darin Peterson – yea; Trustee Jeff Farren – yea; Trustee Mark Hoffert - absent

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 5:37 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 6:06 p.m. and the regular Trustee Meeting reconvened at 6:07 p.m.

President: Will the clerk please take a roll call.

Roll Call

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

ACTION AFTER CLOSED SESSION

N/A

OLD BUSINESS

A. Dicuss and Approve Ordinance 2026-01 Fire Prevention Codes

Board President Johnson entertained a motion approve Ordinance 2026-01 Fire Prevention Codes. Motion to approve from Board Secretary Peterson and seconded by Board Treasurer Schwartz. All in favor say aye. All those opposed say no. Motion passed.

NEW BUSINESS

A. Open Session Audio Destruction – November 13, 2025 meeting

Board President Johnson entertained a motion to approve destroying all open session audio recordings from the Trustee meeting on November 13, 2025. Motion to approve from Board Secretary 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

N/A

C. Other New Business

N/A

ANY OTHER BUSINESS OR COMMENTS FROM THE PUBLIC

N/A

NEXT REGULAR TRUSTEE'S MEETING

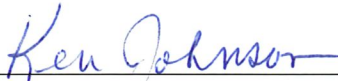
The next Regular Trustee's Meeting is scheduled for April 9, 2026 at 5:00 p.m. at 103 E. Beaver Street, Yorkville, IL 60560.

ADJOURNMENT

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

The Trustee Meeting of March 12, 2026 was adjourned at 6:07 p.m.

Minutes Approved and Accepted:



President



Secretary