

**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, APRIL 9, 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 – 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 MARCH 12, 2026 REGULAR TRUSTEE'S MEETING

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

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

Board President Johnson entertained a motion to approve the March 12, 2026 Regular Closed Session Trustee's Meeting Minutes. Motion to approve, but not release by Board Secretary Peterson. Seconded by Board Treasurer Schwartz. 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 - \$22,859.29; EMS - \$7,522.29; Operations - \$24,019.38; Capital - \$16,746.00; Foreign Fire - \$0.00
Insurance - \$640.00; Online ACH payments - \$116,112.47; Memorial - \$0.00
Total: \$187,899.43

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

Roll Call

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

PAYROLL

The Payroll Summary Report was presented for a total gross payroll of \$555,113.78 for the month of

March 2026 for 2 pay periods.

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

Roll Call

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

GOVERNMENTAL ACCOUNTING TO DISCUSS THE FINANCIAL REPORT

Tom Coughlin 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)(2) – Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one ore more classes of employees.

Motion by: Board Secretary 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
Board Secretary Darin Peterson – yea; Trustee Jeff Farren – yea; Trustee Mark Hoffert - 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 6:01 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 6:52 p.m. and the regular Trustee Meeting reconvened at 6:54 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 - yea

ACTION AFTER CLOSED SESSION

N/A

OLD BUSINESS

N/A

NEW BUSINESS

A. Open Session Audio Destruction – December 12, 2025 meeting

Board President Johnson entertained a motion to approve destroying all open session audio recordings from the Trustee meeting on December 12, 2025. Motion to approve from Board Treasurer Schwartz and seconded by Board Secretary Peterson. All in favor say aye. All those opposed say no. Motion passed.

B. Closed Session Audio Destruction – None

N/A

C. Present and Discuss FY27 Tentative Budget

Chief Messersmith and Tom Coughlin from Government Accounting presented the FY27 Tentative Budget.

D. Approve 3.5% raises for Staff personnel

Board President Johnson entertained a motion to approve 3.5% raises for Staff personnel effective May 1, 2026. Motion from Board Secretary Peterson and seconded by Board Treasurer Schwartz.

Roll Call

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

E. Approve to hire up to Five Cadets

Board President Johnson entertained a motion to approve to hire up to five cadets. Motion from Board Secretary Peterson and seconded by Board Treasurer Schwartz.

Roll Call

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

F. Approve to hire a Civilian Paramedic

Board President Johnson entertained a motion to approve to hire a Civilian Paramedic full time. Motion from Board Treasurer Schwartz and seconded by Trustee Farren.

Roll Call

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

G. 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 June 11, 2026 at 5:00 p.m. at 103 E. Beaver Street, Yorkville, IL 60560.

ADJOURNMENT

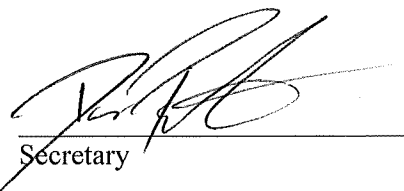
Board President Johnson entertained a motion to adjourn the Regular Trustee’s Meeting. Motion by Board Secretary Peterson and seconded by Board Treasurer Schwartz. All in favor say aye. All those opposed say no. Motion passed.

The Trustee Meeting of April 9, 2026 was adjourned at 6:57 p.m.

Minutes Approved and Accepted:



President



Secretary