

**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, JUNE 11, 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, Assistant Chief Ryan Cihak,
Fire Marshal Michael Torrence, and Katie Miller (minutes recorder).

The Pledge of Allegiance was recited.

APPROVE MINUTES OF THE MAY 14, 2026 REGULAR TRUSTEE'S MEETING

Board President Johnson entertained a motion to approve the May 14, 2026 Regular Trustee's Meeting Minutes. Motion to approve by Board Treasurer Schwartz. Seconded by Trustee Farren. All in favor say aye. All those opposed say no. Motion passed.

APPROVE MINUTES OF THE MAY 14, 2026 CLOSED SESSION TRUSTEE'S MEETING

Board President Johnson entertained a motion to approve the May 14, 2026 Regular Closed Session Trustee's Meeting Minutes. Motion to approve, but not release by Board Secretary 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 - \$10,532.81; EMS - \$4,805.81; Operations - \$52,138.33; Capital - \$249.50; Foreign Fire - \$0.00
Insurance - \$0.00; Online ACH payments - \$207,534.32; Memorial - \$0.00
Total: \$275,260.77

Board President Johnson entertained a motion to approve the District bills. Motion from Board Secretary Peterson 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- absent
Motion Carried.

PAYROLL

The Payroll Summary Report was presented for a total gross payroll of \$564,993.10 the month of

May 2026 for 2 pay periods.

Board President Johnson entertained a motion to approve the Payroll. Motion from Board Treasurer Schwartz 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

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

Motion by: Board Treasurer Schwartz 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 - absent

President: Also joining the board in closed session are:

Administration present: Chief Messersmith, A/C McCarty, A/C Cihak, Fire Marshal Torrence, and Katie Miller (minutes recorder).

Closed Session began at 5:19 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: Board Treasurer Schwartz Second by: Trustee Farren

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

The closed session was adjourned at 5:34 p.m. and the regular Trustee Meeting reconvened at 5:35 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

OLD BUSINESS

A. Approve FY27 Final Budget Ordinance 2026-02

Chief Messersmith presented the FY27 Final Budget to the board. Board President Johnson entertained a motion to approve the FY27 Budget. 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 – Darin Peterson – nay; Jeff Farren – yea; Trustee Mark Hoffert- absent
Motion Carried.

NEW BUSINESS

A. Open Session Audio Destruction – February 12, 2026 meeting

Board President Johnson entertained a motion to approve destroying all open session audio recordings from the Trustee meeting on February 12, 2026. Motion to approve from Trustee Farren and seconded by Board Treasurer Schwartz. All in favor say aye. All those opposed say no. Motion passed.

B. Closed Session Audio Destruction – November 14, 2024

Board President Johnson entertained a motion to approve destroying all closed session audio recordings from the Trustee meeting on November 14, 2024. Motion to approve from Board Treasurer Schwartz and seconded by Trustee Farren. All in favor say aye. All those opposed say no. Motion passed.

C. Approve Collective Bargaining Agreement with Local 5386

Board President Johnson entertained a motion to approve the Collective Bargaining Agreement with Local 5386. Motion from Board Secretary Peterson 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- absent
Motion Carried.

D. Approve Resolution 2026-02 Vehicle Purchase

Board President Johnson entertained a motion to approve Resolution 2026-02 Vehicle Purchase for the purchase of the Battalion Chief vehicle. The amount can go up to \$126,000 for a one ton or \$111,000 for a ¾ ton. Motion from Board Secretary Peterson 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- absent
Motion Carried.

E. Approve Resolution 2026-03 Architectural Services

Board President Johnson entertained a motion to approve Resolution 2026-03 Architectural Services for the agreement with FGM Architects for the fire station renovation of station 2. Motion from Board Secretary Peterson 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- absent
Motion Carried

F. Approve to bid Station 2 parking lot project

Board President Johnson entertained a motion to approve to bid Station 2's parking lot. 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- absent
Motion Carried

G. Approve Policy 305 – Battalion Chief

Board President Johnson entertained a motion to approve policy 305 – Battalion Chief. Motion to approve from Board Secretary Peterson and seconded by Trustee Farren. All in favor say aye. All those opposed say no. Motion passed.

H. Approve Policy 322 – Support Services Coordinator

Board President Johnson entertained a motion to approve policy 322 – Support Services Coordinator. 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.

I. Approve to change Jen Lynd's job title to Support Services Coordinator

Board President Johnson entertained a motion to change Jen Lynd's job title from Civilian Paramedic to Support Services Coordinator. 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- absent
Motion Carried

J. Approve to hire Dan Stanford as a part-time Fire Inspector

Board President Johnson entertained a motion to hire Dan Stanford as a part-time Fire Inspector. 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 – nay; Jeff Farren – yea; Trustee Mark Hoffert- absent
Motion Carried

K. Approve a 1.5% salary raise for Staff personnel

Board President Johnson entertained a motion to approve an additional 1.5% salary raise for staff personnel. 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- absent
Motion Carried

L. 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 July 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 Trustee Farren and seconded by Board Treasurer Schwartz. All in favor say aye. All those opposed say no. Motion passed.

The Trustee Meeting of June, 2026 was adjourned at 6:01 p.m.

Minutes Approved and Accepted:



President




Secretary