

**WARRENVILLE FIRE PROTECTION DISTRICT
3S472 Batavia Road, Warrenville, IL 60555**

**Minutes of Trustee Meeting
November 19, 2025**

CALL TO ORDER

President Perkins called the meeting to order at 1700 hours.

PLEDGE OF ALLEGIANCE

The meeting started with the pledge of allegiance to the flag.

ROLL CALL

Present for the meeting were President Kate Perkins, Secretary Jeff Carstens, Treasurer Al Thompson, Trustee Mike Karl, Trustee Natalie Clemens, Fire Chief Andy Dina (left at 1734 hours, returned at 1758 hours), Assistant Chief Joe Levy (left at 1732 hours, returned at 1801 hours) Assistant Chief Kevin O’Hare (left at 1734 hours, returned at 1805 hours), and Financial Analyst Amber Nadeau (left at 1734 hours, returned at 1805 hours).

The guests present were Captain Bill Zabler (left at 1705 hours, returned at 1805 hours), Lieutenant Bryan LaForge (left at 1701 hours, returned at 1835 hours), Firefighter/Paramedic Austin Wiedmyer (left at 1701 hours, returned at 1835 hours), Firefighter/EMT Nadia Slates (left at 1701 hours), and Firefighter/Paramedic Drew Miller (arrived at 1835 hours).

APPROVAL OF AGENDA

A motion was made by Trustee Carstens, seconded by Trustee Thompson, to approve the agenda as presented.

5 AYES MOTION CARRIED

PUBLIC COMMENTS

None.

APPROVAL OF MINUTES

A motion was made by Trustee Thompson, seconded by Trustee Carstens, to approve the regular minutes and closed session minutes of the regular meeting on October 15, 2025.

5 AYES MOTION CARRIED

FINANCIAL REPORTS

Chief Dina presented the financial reports. The “Total Cash” from the Summary of Cash report is equal to the “Ending Cash Balance” on the Cash Activity Report. The Cash Activity Report included a beginning cash balance of \$7,653,700.39 and an ending cash balance of \$7,531,010.03 as recorded in the October 2025 financial reports.

Chief Dina noted the October ambulance revenues were \$150,199.26. The Fire Recovery revenue was \$3,613.60. The Fire Bureau revenue was \$625.00.

A motion was made by Trustee Thompson, seconded by Trustee Carstens, to accept the monthly accounting reports as presented.

ROLL CALL:
Carstens – AYE
Clemens – AYE
Karl – AYE
Perkins – AYE
Thompson – AYE
MOTION CARRIED

APPROVAL OF BILLS

Chief Dina noted that the apparatus floor refinishing project is completed and the \$60,000 invoice will be paid soon.

OTHER FINANCE

None.

CLOSED SESSION

At 1705 hours, a motion was made by Trustee Carstens, seconded by Trustee Thompson, to go into closed session to discuss personnel matters and collective negotiating matters in accordance with 5 ILCS 120/2(c)(1) and 5 ILCS 120/2(c)(2).

ROLL CALL:
Carstens – AYE
Clemens – AYE
Karl – AYE
Perkins – AYE
Thompson – AYE
MOTION CARRIED

The guests left for closed session.

Closed session ended at 1805 hours.

FIRE CHIEF'S REPORT

Chief Dina reported there were 205 calls for service in the month of October 2025, which included 151 EMS calls and 54 fire and rescue calls.

There were no significant incidents in Warrenville in October. There were mutual aid calls to Naperville for a trash compactor fire, West Chicago for a trailer fire, and Oakbrook Terrace for a fire investigation.

WFPD's annual Open House on October 1st was a resounding success, attracting approximately 700 attendees. There were 670 wristbands distributed plus an estimated additional 30 guests. This year, the focus was on educating the community about fire prevention, specifically addressing the theme "Charge into Fire Safety: Lithium-Ion Batteries in Your Home."

Crews participated in a Touch-A-Truck event held at St. James Farm.

An ambulance was deployed for EMS standby at the Wheaton North Girls Cross Country event held at St. James Farm.

Duty crews and Chief Officers participated in Bower Elementary School's Bike & Roll to School event.

Fire Prevention Bureau personnel and Duty Crews participated in the yearly MRI safety walkthrough, held at 4405 Weaver Parkway.

Medic 12 was deployed to Danada at the DuPage Forest Preserve District on October 11th and 12th to provide EMS standby services for their annual Fall Fest.

Chief Dina and Assistant Chief O'Hare attended the Illinois Fire Chiefs annual conference held in Peoria.

The District held a swearing-in ceremony for full-time Firefighter/Paramedic Rory Tosto and a farewell ceremony for Fire Commissioner Nelda Byers.

The scheduled recruitment presentation at the Warrenville Library was canceled due to low attendance.

The Northern Illinois Alliance of Fire Protection Districts convened their quarterly meeting at the station conference room on October 18th.

The second meeting of contract negotiations with the Union took place on October 29th.

Following the Open House event, an after-action review was held, which included the after-action review podcast created by Assistant Chief O'Hare.

Chief Dina attended the soft opening of the City of Warrenville Pop-Up Market.

TRUSTEES

President Perkins provided a handout about 9-1-1 services in Illinois that was provided by the DuComm ETSB Executive Committee.

FIREFIGHTERS' APPRECIATION

None.

ATTORNEY

None.

LOGISTICS

Assistant Chief Levy presented the Logistics Report.

TRAINING

Assistant Chief Levy presented the Training Report. There were 877 training hours in October.

EMS

Assistant Chief Levy presented the EMS Report.

APPARATUS

Assistant Chief Levy presented the Apparatus Report. The new ambulance inspection is scheduled for December 4th. The delivery of the new ambulance has been delayed to January. Both T11 and E12 are currently out of service waiting for repair parts.

FIRE BUREAU

Assistant Chief O'Hare presented the Fire Bureau Report.

PERSONNEL

None.

UNFINISHED BUSINESS

Assistant Chief O'Hare provided a handout regarding the strategic plan project. He reviewed Goal 5 – Leadership. Trustee Clemens inquired about providing personality assessments for all personnel, which could help members learn their strengths and spotlight leadership qualities.

Assistant Chief Levy provided an update regarding the Lexipol project. The weekly meetings with Lexipol continue on Thursdays. Staff are putting together a group of policies for the Board of Trustee to review at one time, which will help speed up the process. A draft AI policy was provided for the Board of Trustees to review by the next meeting.

President Perkins provided an update regarding the Master Plan 2036 for the District. President Perkins and Trustee Thompson met with the Chiefs to discuss the future plans for the District. President Perkins noted she has been researching various other Master Plan documents. A suggestion was made to include funds in next year's budget to hire a consultant to assist with this project.

Six candidates have applied for the vacancy on the Board of Fire Commissioners. Trustee Thompson will work with the Fire Commissioners to interview the candidates.

NEW BUSINESS

There was a discussion about the recent resignation notice from Fire Chief Andy Dina and the hiring process for the vacancy. The Board of Trustees suggested advertising through the Illinois Fire Chiefs Association and directed Chief Dina to start the process.

A motion was made by Trustee Thompson, seconded by Trustee Clemens, to approve the recruitment and hiring assessment for the Fire Chief position through the Illinois Fire Chiefs Association not to exceed \$20,000.

ROLL CALL:
Carstens – AYE
Clemens – AYE
Karl – AYE
Perkins – AYE
Thompson – AYE
MOTION CARRIED

A motion was made by Trustee Carstens, seconded by Trustee Thompson, to approve Resolution 25-01, TRUSTEE MEETING SCHEDULE FOR 2026 as presented.

5 AYES MOTION CARRIED

A motion was made by Trustee Thompson, seconded by Trustee Carstens, to approve Resolution 25-02, HOLIDAY SCHEDULE FOR 2026 as presented.

5 AYES MOTION CARRIED

A list was provided for surplus items from around the station. Some items can be put on GovDeals for sale, but other items will be disposed. If items posted on GovDeals do not sell by 12/15/2025, the District will donate or dispose of the remaining items.

A motion was made by Trustee Thompson, seconded by Trustee Carstens, to approve the surplus list for sale and disposal as presented.

ROLL CALL:
Carstens – AYE
Clemens – AYE
Karl – AYE
Perkins – AYE
Thompson – AYE
MOTION CARRIED

Admin staff met with the District's insurance broker, OneDigital, for the health insurance renewals. The renewal increase came in at 15.59% overall. One of the health insurance plans that has not been used by employees was changed out for an alternate plan.

A motion was made by Trustee Carstens, seconded by Trustee Thompson, to approve the 15.59% insurance renewals as presented.

ROLL CALL:
Carstens – AYE
Clemens – AYE
Karl – AYE
Perkins – AYE
Thompson – AYE
MOTION CARRIED

Chief Dina commented that the station desktop computers, laptops, and Toughbooks have been replaced. The IT vendor, Ntiva, performed all of the installs in person at no additional cost.

Chief Dina said that 19 people took and passed the full-time firefighter test recently. The list will be finalized soon.

ADJOURNMENT

At 1849 hours, a motion was made by Trustee Carstens, seconded by Trustee Thompson, to adjourn the meeting.

5 AYES MOTION CARRIED

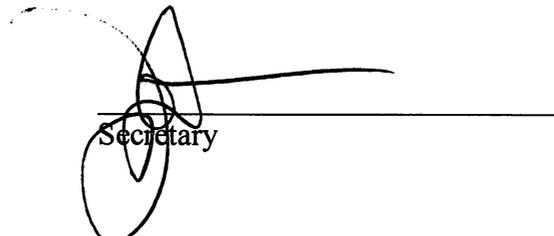
Present at the end of the meeting were President Kate Perkins, Secretary Jeff Carstens, Treasurer Al Thompson, Trustee Mike Karl, Trustee Natalie Clemens, Fire Chief Andy Dina, Assistant Chief Joe Levy, Assistant Chief Kevin O'Hare, and Financial Analyst Amber Nadeau.

The guests present at the end of the meeting were Captain Bill Zabler, Lieutenant Bryan LaForge, Firefighter/Paramedic Austin Wiedmyer, and Firefighter/Paramedic Drew Miller.

The meeting adjourned at 1849 hours.



President



Secretary