

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

**Minutes of Trustee Meeting
February 18, 2026**

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, Acting Chief Joe Levy (left at 1746 hours, returned at 1847 hours), Assistant Chief Kevin O'Hare (left at 1830 hours, returned at 1842 hours, left at 1846 hours, returned at 1849 hours), Assistant Chief Jamie Clark (left at 1746 hours, returned at 1849 hours), Financial Analyst Amber Nadeau (left at 1746 hours, returned at 1857 hours), and Administrative Assistant Jenna Reavy (left at 1720 hours, returned at 1857 hours).

There were no guests present at the meeting.

APPROVAL OF AGENDA

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

5 AYES MOTION CARRIED

PUBLIC COMMENTS

None.

APPROVAL OF MINUTES

A motion was made by Trustee Carstens, seconded by Trustee Karl, to approve the regular minutes and closed session minutes of the regular meeting on January 21, 2026.

5 AYES MOTION CARRIED

FINANCIAL REPORTS

Acting Chief Levy 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 \$6,890,719.85 and an ending cash balance of \$6,244,900.11 as recorded in the January 2026 financial reports.

Acting Chief Levy noted the January ambulance revenues were \$102,823.05. The Fire Recovery revenue was \$1,131.53. The Fire Bureau revenue was zero for the month.

The Board asked a couple clarifying questions regarding bills for uniforms, credit card processing fees, and a class cancellation refund.

Financial Analyst Nadeau noted that Fifth Third Bank recently charged the District \$2,639.91 for a year's worth of service fees. This charge was unexpected, and the bank is currently unwilling to discount the fees. Staff are working with Fifth Third Bank to find a solution going forward. Staff are also researching other banking options, although a transition would be a significant undertaking.

A motion was made by Trustee Carstens, seconded by Trustee Karl, 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

There were five proposals received for the Information Technology Support Services bid. The bid opening was held yesterday. Staff will review the proposals and make a recommendation at the next Board of Trustees meeting.

Acting Chief Levy said quotes are being collected to replace the broken gear washer.

OTHER FINANCE

The Board of Trustees reviewed the draft FY25-26 amended budget ordinance 26-01. The public hearing and final amended ordinance vote are scheduled for the Trustee Meeting on April 15th.

CLOSED SESSION

At 1720 hours, a motion was made by Trustee Thompson, seconded by Trustee Carstens, to go into closed session for 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

Administrative Assistant Reavy left for closed session.

Closed session ended at 1856 hours.

FIRE CHIEF'S REPORT

Acting Chief Levy reported there were 188 calls for service in the month of January 2026, which included 129 EMS calls and 59 fire and rescue calls.

There was one significant incident in Warrenville in January for an oven fire.

The District responded to two significant mutual aid callouts, assisting Downers Grove for a structure fire and Lisle for a structure fire.

Warrenville Chief Officers and Line Officers attended the Command the Fireground – 5 Positions of Command class, hosted by MABAS Division 16 at Fermi-Lab.

Acting Chief Levy attended the MABAS Division 16 meeting in Downers Grove.

Acting Chief Levy completed the final inspection of the new ambulance.

Administrative personnel attended the informational zoom meeting on MABAS funding, hosted by Senator Seth Lewis.

Acting Chief Levy and Assistant Chief O'Hare attended the quarterly IGC meeting with Amy Emery and Michelle Lilley from the City of Warrenville.

TRUSTEES

Trustee Clemens commented that she, along with three other Trustees, attended the NIAFPD conference.

FIREFIGHTERS' APPRECIATION

The RSVP notice was sent out. The event will be on March 7th.

ATTORNEY

None.

LOGISTICS

Acting Chief Levy presented the Logistics Report.

TRAINING

Acting Chief Levy presented the Training Report. January had 771 training hours completed.

EMS

Acting Chief Levy presented the EMS Report.

APPARATUS

Acting Chief Levy presented the Apparatus Report. The new ladder truck is getting a long list of repairs done. Staff will pursue a warranty extension with the vendor.

FIRE BUREAU

Assistant Chief O'Hare presented the Fire Bureau Report.

STRATEGIC PLAN

Assistant Chief O'Hare presented the Strategic Plan Report involving Goal 2 – Career Development.

PERSONNEL

Acting Chief Levy said there is one career member on light duty for an off-duty shoulder injury.

UNFINISHED BUSINESS

Acting Chief Levy provided an update regarding the Lexipol project. The weekly meetings are continuing. The Board will send comments on the draft policies to Acting Chief Levy.

NEW BUSINESS

The surplus list includes an HP printer that can be put on GovDeals for sale.

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

5 AYES MOTION CARRIED

President Perkins said Beth Fairbanks is stepping down as the Secretary for the Pension Board. The appointment is chosen solely by the Trustee Board President and does not require board approval. President Perkins appointed Jenna Reavy as the Secretary for the Pension Board. She will finish the remaining term and serve the new term, which runs from May 1, 2026 to April 30, 2029.

After reviewing the proposed revisions to the Rules of the Board of Fire Commissioners, the Board of Trustees indicated their approval of the changes. Since the Board of Fire Commissioners holds the authority to amend its own rules, they will formally vote on the matter at an upcoming meeting.

A motion was made by President Perkins, seconded by Trustee Carstens, to appoint Assistant Chief Kevin O'Hare as Fire Chief effective immediately. The appointment is contingent upon passing a medical exam and fulfilling state statute qualifications, with an initial salary of \$162,000 to be reviewed in August.

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

A motion was made by President Perkins, seconded by Trustee Carstens, to appoint Assistant Chief Kevin O'Hare to Acting Fire Chief effective today.

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

A motion was made by Trustee Thompson, seconded by Trustee Carstens, to conclude the additional \$1,000 per month Acting Chief pay to Assistant Chief Levy as of the end of February.

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

With the selection of the new Fire Chief, an assessment center to fill the position is not necessary.

ADJOURNMENT

At 1920 hours, a motion was made by Trustee Karl, seconded by Trustee Carstens, to adjourn the meeting.

5 AYES MOTION CARRIED

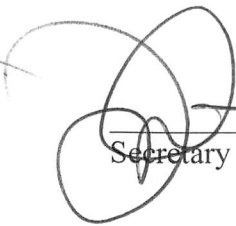
Present at the end of the meeting were President Kate Perkins, Secretary Jeff Carstens, Treasurer Al Thompson, Trustee Mike Karl, Trustee Natalie Clemens, Acting Fire Chief Joe Levy, Assistant Chief Kevin O’Hare, Assistant Chief Jamie Clark, Financial Analyst Amber Nadeau, and Administrative Assistant Jenna Reavy.

There were no guests present at the meeting.

The meeting adjourned at 1920 hours.



President



Secretary