

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

Minutes of Trustee Meeting
July 15, 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, Fire Chief Kevin O'Hare (left at 1809 hours, returned at 1818 hours), Assistant Chief Joe Levy (left at 1809 hours, returned at 1818 hours), Assistant Chief Jamie Clark (left at 1809 hours, returned at 1818 hours), Financial Analyst Amber Nadeau (left at 1809 hours, returned at 1818 hours), and Administrative Assistant Jenna Reavy (left at 1749 hours, returned at 1818 hours).

The guests present at the meeting were Fire Marshal Mike Lucas (left at 1749 hours, returned at 1818 hours), Captain Jeff Fiene (left at 1703 hours, returned at 1720 hours, left at 1730 hours, returned at 1732 hours, left at 1749 hours, returned at 1819 hours), Lieutenant Mike Vaughn (left at 1749 hours, returned at 1820 hours), Firefighter/Paramedic Dave Koelper (left at 1749 hours, returned at 1819 hours), Lieutenant Matt Banaszek (left at 1703 hours, returned at 1730 hours, left at 1749 hours), and Firefighter/EMT Aaron Carstens (left at 1703 hours, returned at 1730 hours, left at 1749 hours, returned at 1819 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 Carstens, seconded by Trustee Karl, to approve the regular minutes and closed session minutes of the regular meeting on June 17, 2026.

5 AYES MOTION CARRIED

FINANCIAL REPORTS

Chief O'Hare 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 \$5,553,082.64 and an ending cash balance of \$7,182,877.86 as recorded in the June 2026 financial reports.

The revenue received for the month included ambulance revenue of \$151,757.87, Fire Recovery revenue of \$2,205.28, and Fire Bureau revenue of \$2,640.00. There was approximately \$1.9 million received from the county for property taxes.

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

None.

OTHER FINANCE

None.

FIRE CHIEF'S REPORT

Chief O'Hare reported there were 203 calls for service in the month of June 2026, which included 140 EMS calls and 63 fire and rescue calls.

There were a few notable incidents in Warrenville in June, which included multiple vehicle fires, multiple weather-related responses, numerous EMS emergencies, and several motor vehicle accidents. There was a mutual aid call for a water rescue incident in Naperville.

Congratulations to Trustee Mike Karl on reaching his two-year milestone in July as a member of the Board of Trustees.

Firefighter/Paramedic Andrew Janiec successfully passed the National Registry Paramedic examination.

Firefighter/Paramedic Kyle Giron returned to unrestricted Fire Academy participation.

Firefighter/Paramedic Kevin Sheahan was selected as the District's new part-time Fire Inspector.

The District continues to receive strong interest in Paid-On-Call employment, including several Warrenville residents.

Fire Chief O'Hare was awarded the internationally recognized Chief Training Officer (CTO) credential through the Center for Public Safety Excellence, becoming one of fewer than 400 professionals nationwide to earn the designation.

Department training this month included quarterly meetings, four after-action reviews, company training, fire investigation training, CPR instruction, HazMat operations, officer development, and MABAS Division 16 Training Officer activities.

The District launched an employee intranet website called Spark.

A new recruitment initiative called Ladder Up was introduced.

The Company Inspection Program was implemented.

The annual financial audit fieldwork was completed.

The FY26-27 budget was filed with the County.

There was further coordination with Du-Comm to improve response guides and pager capabilities.

The District's IT vendor, Teqworks, successfully responded to a cybersecurity incident. Mandatory cybersecurity awareness training was implemented to further strengthen organizational resilience.

There were two HVAC systems replaced at the fire station. A station alerting amplifier was also replaced.

Tower 11 had significant repairs completed. Staff continue discussions with Fire Service, Inc. regarding warranty considerations.

Personnel represented the District throughout the community by participating in the Multicultural Fair, Westmont Fire Truck Night, Fourth of July planning meetings, and meetings with local taxing bodies.

TRUSTEES

President Perkins said Fire Commissioner Kathy Broadwell's term expired in June. The rules of the Board of Fire Commissioners state that she will continue to serve in the interim. The reappointment will take place at the next Board of Trustees meeting.

ATTORNEY

None.

FIRE BUREAU

Fire Marshal Lucas presented the Fire Bureau Report.

LOGISTICS

Captain Fiene presented the Logistics Report and answered questions from the Board.

TRAINING

Assistant Chief Levy presented the Training Report. June had 671 training hours completed.

INCIDENT RESPONSE

Assistant Chief Levy presented the Incident Response Report.

APPARATUS

Assistant Chief Levy presented the Apparatus Report and gave an update on the ongoing issues with T11.

STRATEGIC PLAN

Chief O'Hare presented the Strategic Plan Report involving Goal 1 – Community Relations.

PERSONNEL

The collective bargaining agreement was deferred for further discussion in Closed Session.

UNFINISHED BUSINESS

Chief O'Hare provided an update on the Lexipol project. He is working with the consultant on the latest group of draft policies. President Perkins encouraged the Board to review the drafts in a timely manner. The Board of Trustees received an annual report from the Board of Fire Commissioners.

NEW BUSINESS

A list was provided for surplus items from around the station. Most of the items can be posted on GovDeals for sale.

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

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

CLOSED SESSION

At 1749 hours, a motion was made by President Perkins, seconded by Trustee Thompson, to go into closed session for the semiannual review of closed session minutes, personnel matters, and collective negotiating matters in accordance with 5 ILCS 120/2(c)(21), 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 and all guests left for closed session.

Closed session ended at 1817 hours.

APPROVAL OF MINUTES

After reviewing the closed session minutes in closed session at this meeting, a motion was made by President Perkins, seconded by Trustee Thompson, to open the closed session minutes of the following meetings: 06/19/2019, 05/06/2020, 07/27/2020, 11/17/2021, 01/15/2025, 12/04/2025, and 05/04/2026.

5 AYES MOTION CARRIED

A motion was made by President Perkins, seconded by Trustee Carstens, to approve the destruction of all closed session recordings from January 2025 and prior.

5 AYES MOTION CARRIED

PERSONNEL

A motion was made by Trustee Karl, seconded by Trustee Thompson, to approve the collective bargaining agreement with Warrenville Professional Firefighters Association Local 5036, IAFF for the period of May 1, 2026 to April 30, 2030 with pay rates retroactive to May 1, 2026.

ROLL CALL:

Carstens – AYE

Clemens – AYE

Karl – AYE

Perkins – AYE

Thompson – AYE

MOTION CARRIED

TRUSTEES

President Perkins asked Chief O'Hare to provide a write-up for his performance review. The Board of Trustees will discuss it further at a future meeting.

ADJOURNMENT

At 1823 hours, a motion was made by Trustee Carstens, seconded by Trustee Thompson, to adjourn the meeting.

5 AYES MOTION CARRIED

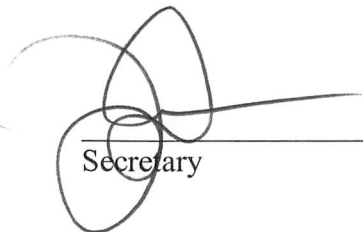
Present at the end of the meeting were President Kate Perkins, Secretary Jeff Carstens, Treasurer Al Thompson, Trustee Mike Karl, Trustee Natalie Clemens, Fire Chief Kevin O'Hare, Assistant Chief Joe Levy, Assistant Chief Jamie Clark, Financial Analyst Amber Nadeau, and Administrative Assistant Jenna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

The guests present at the end of the meeting were Fire Marshal Mike Lucas, Captain Jeff Fiene, Lieutenant Mike Vaughn, Firefighter/Paramedic Dave Koelper, and Firefighter/EMT Aaron Carstens.

The meeting adjourned at 1823 hours.



President



Secretary