

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

Minutes of Trustee Meeting
August 19, 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, Assistant Chief Joe Levy (left at 1845 hours), Assistant Chief Jamie Clark (left at 1845 hours), Financial Analyst Amber Nadeau (left at 1845 hours, returned at 1926 hours), and Administrative Assistant Jenna Reavy (left at 1821 hours).

The guests present at the meeting were Fire Marshal Mike Lucas (left at 1821 hours), Captain Bill Zabler (left at 1707 hours, returned at 1748 hours, left at 1821 hours), and Firefighter/Paramedic Austin Wiedmyer (left at 1707 hours).

Also in attendance were Jamie Wilkey (left at 1735 hours) and Anthony Gedvilas (left at 1735 hours), representing Lauterbach & Amen.

APPROVAL OF AGENDA

A motion was made by Trustee Carstens, seconded by Trustee Thompson, to approve the agenda with audit presentation moved after public comments.

5 AYES MOTION CARRIED

PUBLIC COMMENTS

None.

AUDIT PRESENTATION

The annual audit was completed by Lauterbach & Amen. Representative Jamie Wilkey presented the financial reports for the annual audit for fiscal year ending 04/30/2026. It was a clean audit process, with an unmodified opinion. Ms. Wilkey praised staff for their preparedness and hard work. Ms. Wilkey provided an overview of the net position, reports, and additional pages of the audit. The funding level of IMRF is 81.20% (down from 83.11% last year) and the Pension is 85.99% (up from 73.66% last year). This is the third year the District will submit for the Certificate of Achievement for Excellence in Financial Reporting Program (COA) award through the Government Finance Officers Association (GFOA).

Representative Anthony Gedvilas presented the actuary report for the annual audit for fiscal year ending 04/30/2026. Mr. Gedvilas noted that the Pension Fund is on track to be 100% funded by 2040. He commended the Board of Trustees for being diligent and following the recommended contributions. The next recommended contribution is \$732,427, which decreased by 0.78% from the previous contribution. He noted that the average funding level throughout the state is about 66%, so the district is doing well.

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 July 15, 2026.

5 AYES MOTION CARRIED

A motion was made by Trustee Thompson, seconded by Trustee Carstens, to approve the regular minutes and closed session minutes of the special meeting on August 13, 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 \$7,182,877.86 and an ending cash balance of \$6,816,493.95 as recorded in the July 2026 financial reports.

The revenue received for the month included ambulance revenue of \$147,432.53, Fire Recovery revenue of \$2,114.61, and Fire Bureau revenue of \$2,410.00. There was approximately \$32,000 received from the county for property taxes.

A motion was made by Trustee Carstens, seconded by Trustee Thompson, 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 O'Hare noted there was approximately \$14,000 in repairs done to the Pierce engine, including preventative maintenance, front intake replacement, and pump test.

OTHER FINANCE

A motion was made by Trustee Carstens, seconded by Trustee Thompson, to receive the Warrenville Firefighter Pension Board annual audit for fiscal year ending 04/30/2026.

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

A letter was received from the Warrenville Firefighter Pension Board requesting that \$732,427 be levied for Pension Funds.

A motion was made by Trustee Carstens, seconded by Trustee Thompson, to include \$732,427 in the levy request for the Pension Fund.

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 approve the District annual audit for fiscal year ending 04/30/2026.

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

FIRE CHIEF'S REPORT

Chief O'Hare reported there were 250 calls for service in the month of July 2026, which included 143 EMS calls and 107 fire and rescue calls.

There were a few notable incidents in Warrenville in July, which included a successful childbirth, stabbing incident, gunshot incident, vehicle into residence, multiple brush fires and gas leaks, and significant storm activity. There was a mutual aid water rescue response to Naperville and multiple mutual aid structure fire responses.

Firefighter/Paramedic Kyle Giron successfully graduated from the Fire Academy and returned to Black Shift.

Firefighter/Paramedic Andrew Janiec was cleared to function as a paramedic within the Edwards EMS System.

Fire Marshal Lucas earned the nationally recognized IAAI-Certified Fire Investigator (CFI) credential.

Firefighter/Paramedic Kevin Sheahan earned his Advanced Technician Firefighter certification.

Captain Nic Tosto returned to shift, starting his return-to-work refresher training.

Chief O'Hare received official renewal of the Chief Fire Officer (CFO) designation through the Center for Public Safety Excellence (CPSE).

Department training included MABAS 16 Technical Rescue Team trench operations, Rescue Task Force training, stabilization tools, ropes and knots, and continued company and paid-on-call training.

Labor and Management formally ratified a new Collective Bargaining Agreement, concluding several months of productive negotiations.

The District hosted the Maplewood Fire Recognition Ceremony, recognizing eight District members with Unit Performance, Lifesaving, and Medal of Valor awards.

The inaugural Ladder Up class was selected, consisting of seven participants.

Revisions to the DU-COMM response guide were completed, improving dispatch recommendations, paging, and operational efficiency.

The GIS internship concluded, producing an analysis of call density, M12 utilization, and Arrowhead information.

The first Ladder My Building visits with local businesses was launched.

Planning for Open House started, with an emphasis on lithium-ion battery safety.

New exterior security cameras were installed, providing complete station coverage.

A new network firewall was installed, which also resolved the station alerting audio issue.

Preventative maintenance, front intake valve replacement, and annual pump testing were completed on the Pierce Engine.

Medic 12 received new front and rear brakes, as well as a replacement inverter.

Radio repairs were completed for Medic 11, Medic 12, and Engine 11.

New office furniture was installed for the Company Officer and kitchen workspace areas.

Tower 11 remained a significant fleet priority. District leadership met with E-ONE and Fire Service, Inc. regarding extended warranty coverage, compensated preventative maintenance inspections, and potential rebate opportunities. The District continues advocating for an appropriate long-term resolution that protects its investment.

Personnel maintained a strong community presence through July, supporting Independence Day activities, CPR training, touch-a-truck events, neighborhood activities, car seat installations, the Johnson School Back-to-School Carnival, and the first Ladder My Building events.

TRUSTEES

Trustee Clemens said she attended the IFCA 75th anniversary dinner, which was lovely.

President Perkins noted that she will not be available to speak at the 9/11 ceremony this year.

ATTORNEY

None.

FIRE BUREAU

Fire Marshal Lucas presented the Fire Bureau Report.

LOGISTICS

Assistant Chief Levy presented the Logistics Report.

Trustee Clemens inquired about adding more electrical service to the building since we are at capacity.

Trustee Karl inquired about the bay floor repairs and doorbell repairs.

TRAINING

Captain Zabler presented the Training Report. July had 674 training hours completed.

President Perkins recommended an active shooter training at the station.

INCIDENT RESPONSE

Assistant Chief Levy presented the Incident Response Report.

APPARATUS

Assistant Chief Levy presented the Apparatus Report. The Dodge ambulance listing was updated and reposted. Chief O'Hare provided an update on Tower 11. There was a discussion about lemon laws and legal action.

STRATEGIC PLAN

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

PERSONNEL

The salary for Fire Chief O'Hare was deferred for further discussion in Closed Session.

UNFINISHED BUSINESS

Chief O'Hare provided an update on the Lexipol project.

NEW BUSINESS

Financial Analyst Nadeau said the Consolidated Election will be held on April 6, 2027. Information was sent to be published in the City of Warrenville Hometown Happenings advertising important dates for the candidates. A notice has also been posted outside the fire station and on the District's website. There are three positions to be filled on the Board of Trustees – two for a six-year term and one for a two-year term. The Secretary of the Board of Trustees is the Election Official, but the Board can appoint an election official for day-to-day operations.

Candidate packets are available at the Fire Station, between the hours of 8:30 a.m. and 4:00 p.m. (weekdays). By statute, nomination petitions may not be circulated prior to August 25, 2026. Nominating petitions and related documentation will be accepted at the Station between the hours of 8:30 a.m. and 4:00 p.m. on weekdays between November 16-23, 2026. Candidates completing the required paperwork will be placed on the ballot at the April 6, 2027 Consolidated Election.

A motion was made by Trustee Carstens, seconded by Trustee Karl, to appoint Fire Chief Kevin O'Hare as an election official for daily operations for the consolidated Election to be held April 6, 2027.

5 AYES MOTION CARRIED

A motion was made by President Perkins, seconded by Trustee Thompson, to appoint Kathy Broadwell for a 3-year term until June 2029 to the Board of Fire Commissioners.

5 AYES MOTION CARRIED

The secured access to the fire station was deferred for further discussion in Closed Session.

CLOSED SESSION

At 1821 hours, a motion was made by Trustee Carstens, seconded by Trustee Karl, to go into closed session for personnel matters, collective negotiating matters, and security matters in accordance with 5 ILCS 120/2(c)(1), 5 ILCS 120/2(c)(2), and 5 ILCS 120/2(c)(8).

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 1925 hours.

PERSONNEL

A motion was made by President Perkins, seconded by Trustee Carstens, to approve the annual salary of \$176,000 for Fire Chief Kevin O'Hare effective August 1, 2026.

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

NEW BUSINESS

A motion was made by President Perkins, seconded by Trustee Carstens, to approve the changes to the secured access to the station to limit access to active employees only.

5 AYES MOTION CARRIED

ADJOURNMENT

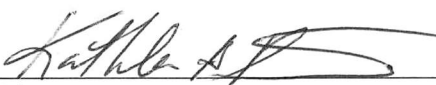
At 1929 hours, a motion was made by Trustee Thompson, seconded by Trustee Carstens, to adjourn the meeting.

5 AYES MOTION CARRIED

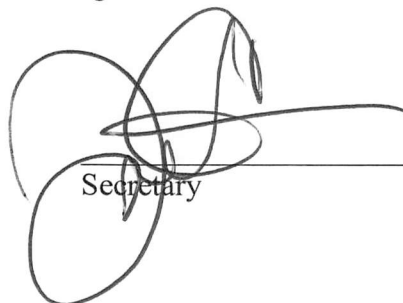
Present at the end of the meeting were President Kate Perkins, Secretary Jeff Carstens, Treasurer Al Thompson, Trustee Mike Karl, Trustee Natalie Clemens, Fire Chief Kevin O'Hare, and Financial Analyst Amber Nadeau.

There were no guests present at the end of the meeting.

The meeting adjourned at 1929 hours.



President



Secretary