

**MINUTES OF THE REGULAR MEETING OF THE  
DARIEN-WOODRIDGE FIRE PROTECTION DISTRICT  
BOARD OF TRUSTEES**

The regular monthly meeting of the Board of Trustees of the Darien-Woodridge Fire Protection District was held at the Darien-Woodridge Fire Protection District Station 89, 7550 Lyman Ave., Darien, Illinois on December 10, 2025.

**Board Members:**

Mr. James Palatine, President	Fire Chief Jimmy Lahanis
Ms. Kathy Trapp, Treasurer	Deputy Fire Chief Jamie Tunk
Ms. Mary Elizabeth Brownson, Secretary	Attorney Joe Nichele
Mr. Timothy Waz, Trustee	Christine Hardy, Recording Secretary
Ms. Krystal Roberts, Trustee	

**Visitors:**

Fire Commissioner Ed Cryer; James Howard, Governmental Accounting (remotely) and Recording Secretary Christine Hardy.

At 6:30 p.m. Trustee Palatine called the regular meeting to order. The Pledge of Allegiance was said. Roll call: Trustee James Palatine present, Trustee Kathy Trapp present, Trustee Mary Brownson present, Trustee Timothy Waz present and Trustee Krystal Roberts absent. It was determined that a quorum was present.

**Reading of Minutes:**

**Regular Meeting held November 19, 2025**

Trustee Palatine requested a motion to dispense with the reading of the minutes of the November 19, 2025 regular meeting and approve and release them as written. Trustee Waz so moved. Trustee Brownson seconded. Roll call vote: Trustee Palatine, aye; Trustee Trapp, aye; Trustee Brownson, aye; Trustee Waz, aye. 4 ayes, 0 nays, 0 abstain. Approved.

**Treasurer's Report:**

Mr. James Howard, Governmental Accounting, Inc. read the Treasurer's Financial Report for the 6 Month(s) Ended November 30, 2025 – Fiscal Year 26 which included vendors paid report and payroll. Trustee Palatine requested a motion to approve the Treasurer's Report as written. Trustee Brownson so moved. Trustee Trapp seconded. Roll call vote: Trustee Palatine, aye; Trustee Trapp, aye; Trustee Brownson, aye; Trustee Waz, aye. 4 ayes, 0 nays, 0 abstain. Approved.

Trustee Palatine requested a motion to approve disbursements for a total of \$1,210,256.67. Trustee Waz so moved. Trustee Trapp seconded. Roll call vote: Trustee Palatine, aye; Trustee Trapp, aye; Trustee Brownson, aye; Trustee Waz, aye. 4 ayes, 0 nays, 0 abstain. Approved.

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**Attorney Report:**

Attorney Nichele advised the agenda included an action item for review and approval. He said Ordinance No. 25-O-3 An Ordinance Providing for Emergency Response Fees for the Darien-Woodridge Fire Protection District requires approval. The ordinance establishes ambulance rates that conform with the published Medicare/GEMT rates. The ambulance rates will need to be approved on an annual basis.

**Old Business:**

None

**New Business:**

Presentation and Approval of Ordinance No. 25-O-3, An Ordinance Providing for Emergency Response Fees for the Darien-Woodridge Fire Protection District.

- Trustee Palatine requested a motion to approve Ordinance No. 25-O-3, An Ordinance Providing for Emergency Response Fees for the Darien-Woodridge Fire Protection District. Trustee Brownson so moved. Trustee Trapp seconded. Roll call vote: Trustee Palatine, aye; Trustee Trapp, aye; Trustee Brownson, aye; Trustee Waz, aye. 4 ayes, 0 nays, 0 abstain. Approved.

Review and Approval of 2026 Board of Trustees Meeting dates to be held monthly, third Wednesday, except for November and December, which will be held on the second Wednesday.

- Trustee Palatine requested a motion to approve the 2026 meeting dates as presented. Trustee Trapp so moved. Trustee Brownson seconded. Roll call vote: Trustee Palatine, aye; Trustee Trapp, aye; Trustee Brownson, aye; Trustee Waz, aye. 4 ayes, 0 nays, 0 abstain. Approved.

**Correspondence:**

No correspondence received.

**Chief Administrator's Report:**

In Chief Lahanis' absence, DC Tunk provided an overview of department activities.

- The annual Shop with a Hero program will be held on Saturday, December 13<sup>th</sup> at 8:00 am at Station 89. All Trustees are invited to attend.
- The Administrative Offices will be closed on Wednesday, December 24<sup>th</sup> and Thursday, December 25<sup>th</sup> in observance of the Christmas holiday.
- One member remains off work related to an on-duty injury. Probationary firefighter/paramedic Kyle Walsh continues to excel as a probationary member. New probationary firefighter/paramedic Julian Vicencio is currently completing his training period and should be ready for shift mid-December.
- Firefighter/Paramedic Emily St. Clair welcomed a baby girl to their family late November.
- Fiscal Year 2025/2026 budget preparations will begin in January.

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**Deputy Chief's Report:**

Deputy Chief Tunk provided an overview of department responses and activities.

- Staff met with a vendor pertaining to stations 89/90 security options. There are a total of 15 doors at station 89 and another 9 doors at Station 90 to be secured. Additional information to be provided once a quote is received.
- Parts for the Plymovent replacement have been ordered as part of the awarded grant.
- Calendar year 2025 emergency response calls are 214 higher than this time last year, which will bring the total number of calls to almost 4,000. The department continues to remain busy with increased responses.
- The Village of Woodridge will be meeting in January to determine if the proposed TIF District meets all criteria for approval. Staff have participated in the joint review board as part of the 14 different districts affected by the proposal. Additional information to be provided in January.

**Board of Fire Commissioners Report:**

Commissioner Cryer advised he had no report.

**Public Comment:**

No Public Comment.

**Closed Session:**

Trustee Palatine requested a motion to recess to Closed Session to discuss pending litigation. Trustee Waz so moved. Trustee Brownson seconded. Roll call vote: Trustee Palatine, aye; Trustee Trapp, aye; Trustee Brownson, aye; Trustee Waz, aye. 4 ayes, 0 nays, 0 abstain. Approved.

The regular meeting recessed at 6:46 p.m.

The regular meeting was reconvened at 7:09 p.m. Roll call: Trustee Palatine present, Trustee Trapp present, Trustee Brownson present, Trustee Waz present, Trustee Roberts absent. It was determined that a quorum was present.

**Adjourn:**

There being no further business to discuss, Trustee Palatine requested a motion to adjourn the meeting. Trustee Waz so moved. Trustee Trapp seconded. Roll call vote: Trustee Palatine, aye; Trustee Trapp, aye; Trustee Brownson, aye; Trustee Waz, aye. 4 ayes, 0 nays, 0 abstain. Approved.

Meeting adjourned at 7:10 p.m.

*Mary Elizabeth Brownson*  
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Mary Elizabeth Brownson, Secretary