

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 July 19, 2023.

**Board Members:**

Mr. James Palatine, President	Chief James Karasek
Ms. Kathy Trapp, Treasurer	Ms. Chris Hardy, Recording Secretary
Ms. Mary Brownson, Secretary	Attorney Joe Nichele
Mr. Brian Chaplin, Trustee	
Mr. Timothy Waz, Trustee	

**Visitors:**

Ms. Lisa Janek, Ms. Donna Williams, Fire Commissioner Ed Cryer, Fire Commissioner Dominic Marsiglio and Mr. James Howard, Governmental Accounting

Trustee Palatine called the regular meeting to order at 5:30 p.m. The Pledge of Allegiance was said. Roll call: Trustee James Palatine present, Trustee Kathy Trapp present, Trustee Mary Brownson present, Trustee Brian Chaplin present and Trustee Timothy Waz present. It was determined that a quorum was present.

**Reading of Minutes:**

Trustee Palatine requested a motion to dispense with the reading of the minutes of the June 21, 2023 regular meeting and approve them as written. Trustee Waz so moved. Trustee Brownson seconded. Roll call vote: Trustee Palatine, aye; Trustee Trapp, abstain; Trustee Brownson, aye; Trustee Chaplin, aye; Trustee Waz, aye. 4 ayes, 0 nays, 1 abstain. Approved.

**Treasurer's Report:**

James Howard, Governmental Accounting, Inc. read the Treasurer's Financial Report for the 1 Month(s) Ended June 30, 2023 – Fiscal Year 24 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 Waz seconded. Roll call vote: Trustee Palatine, aye; Trustee Trapp, aye; Trustee Brownson, aye; Trustee Chaplin, aye; Trustee Waz, aye. 5 ayes, 0 nays, 0 abstain. Approved.

Trustee Palatine requested a motion to approve disbursements for a total of \$1,392,813.50. Trustee Waz so moved. Trustee Brownson seconded. Roll call vote: Trustee Palatine, aye; Trustee Trapp, aye; Trustee Brownson, aye; Trustee Chaplin, aye; Trustee Waz, aye. 5 ayes, 0 nays, 0 abstain. Approved.

#### Attorney Report:

Attorney Nichele discussed agenda item pertaining to the review and release of closed session meeting minutes. He advised per State Statute the closed session minutes must be reviewed every six months. Discussion was held pertaining to the closed session approval process. Attorney Nichele to provide clarification prior to the August 16, 2023 Board of Trustees meeting.

#### Old Business:

No Old Business

#### New Business:

- a) Appointment of Donna Williams and Lisa Janek to the Decennial Committee on Local Government Efficiency.
  - Trustee Palatine requested a motion to appoint Donna Williams to the Decennial Committee on Local Government Efficiency. Trustee Brownson so moved. Trustee Trapp seconded. Roll call vote: Trustee Palatine, aye; Trustee Trapp, aye; Trustee Brownson, aye; Trustee Chaplin, aye; Trustee Waz, aye. 5 ayes, 0 nays, 0 abstain. Approved.
  - Trustee Palatine requested a motion to appoint Lisa Janek to the Decennial Committee on Local Government Efficiency. Trustee Trapp so moved. Trustee Brownson seconded. Roll call vote: Trustee Palatine, aye; Trustee Trapp, aye; Trustee Brownson, aye; Trustee Chaplin, aye; Trustee Waz, aye. 5 ayes, 0 nays, 0 abstain. Approved.
- b) Consideration of a Motion to Review and Release the Minutes from the Previous Closed Session Meeting Dates of 06.16.2021, 09.15.2021, 04.20.2022, 05.18.2022, 09.21.2022 and 11.09.2022. The Board consensus was to table the agenda item and readdress the August 16, 2023 Regular Board Meeting after further clarification is provided.

#### Correspondence:

Chief Karasek shared a thank you note from State Senator John Curran expressing gratitude for attending the Kids Safety Expo.

#### Chief Administrator's Report:

Overview was given by Fire Chief/Administrator Karasek.

#### Deputy Chief's Report:

No Report.

#### Board of Fire Commissioners Report:

Fire Commissioner Ed Cryer advised the Battalion Chief Promotional process has started.

Darien-Woodridge Fire Protection District  
Board of Trustees Meeting Minutes  
July 19, 2023

Updates will be provided as the process moves forward.

**Public Comment:**

No Public Comment.

**Closed Session:**

There was no Closed Session.

**Adjourn:**

There being no further business to discuss, Trustee Palatine requested a motion to adjourn the meeting. Trustee Waz so moved. Trustee Chaplin seconded. Roll call vote: Trustee Palatine, aye; Trustee Trapp, aye; Trustee Brownson, aye; Trustee Chaplin, aye; Trustee Waz, aye. 5 ayes, 0 nays, 0 abstain. Approved.

Meeting adjourned at 5:49 p.m.

Mary "Beth" Brownson  
Mary "Beth" Brownson, Secretary