



CHANNAHON FIRE PROTECTION DISTRICT

24929 S. CENTER STREET

CHANNAHON, IL 60410

PHONE: 815.467.6767 • FAX: 815.467.5081

www.channahonfire.com

Board of Trustee Regular Meeting Minutes

On the 14th day of May 2026, the regular meeting of the Board of Trustees of the Channahon Fire Protection District held at fire station #1 was called to order at 8:00 a.m., pursuant to notice, at the Fire Station #1, 24929 S. Center St., Channahon, Illinois with the Pledge of Allegiance.

In attendance were President Rittof, Secretary McMillin, Treasurer Gregory, Trustee Caldwell, and Trustee Fitzgerald. Chief Petrakis, Deputy Chief McMillin, Attorney John Motylinski and Executive Fire Support Manager Arnold.

Captain McMillin, Firefighters Dircks, Fals, Ciarlette, and Pierce along with Candidate Toso attended the meeting.

Tawnya Mack joined the meeting to present the annual audit. (New Business #3) Mack and Associates are issuing a clean opinion on the 2025 audit. They would like to see districts with a 6-month reserve in the bank and Channahon has that. Ms. Mack went through the audit and explained what the findings were. Everything with the audit went really well. President Rittof asked about the Management Letter stating the segregation of duties. Ms. Mack stated they are not concerned about that. It is very difficult with district of this size to be able to do that. The Financial Statement prep would be the audit document and no fire districts do that. President Rittof asked if we were to have someone come into reconcile the bank accounts what would something like that cost. She felt \$250.00 per month would be reasonable. Trustee Fitzgerald made a motion to accept the 2025 Annual Financial Audit as presented, seconded by Secretary McMillin. A roll call vote: President Rittof – Yes; Secretary McMillin – Yes; Treasurer Gregory – Yes; Trustee Caldwell – Yes; and Trustee Fitzgerald – Yes. Motion carried.

MATTER OF THE PUBLIC: None

APPROVAL OF THE MINUTES

Secretary McMillin made a motion to approve the April 9, 2026, regularly scheduled meeting minutes and the closed session meeting minutes, seconded by Treasurer Gregory. A roll call vote: President Rittof – Yes; Secretary McMillin – Yes; Treasurer Gregory – Yes; Trustee Caldwell – Yes; and Trustee Fitzgerald – Yes. Motion carried.

TREASURER REPORT

MONEY COLLECTED

\$64,637.01 - Ambulance Billing (2026 - \$300,719.49); \$2,000.00 – Contributions; \$425.00 – CPR Classes; \$8,650.00 – Grant Money; \$5,585.12 - Interest; \$8,159.10 – Reimbursement.

The Treasurer's report ending April 2026 along with the disbursement record for April 2026 were presented, showing disbursements by check number, date, payee, and amount. Treasurer Gregory made a motion to accept the reports as presented, seconded by Trustee Fitzgerald. A roll call vote: President Rittorf – Yes; Secretary McMillin – Yes; Treasurer Gregory – Yes; Trustee Caldwell – Yes; and Trustee Fitzgerald – Yes. Motion carried.

The outstanding bills to be paid were presented. The Trustees reviewed the bills. A discussion was held on the outstanding bills, Treasurer Gregory made a motion to accept the bills as presented, seconded by Trustee Fitzgerald. A roll call vote: President Rittorf – Yes; Secretary McMillin – Yes; Treasurer Gregory – Yes; Trustee Caldwell – Yes; and Trustee Fitzgerald – Yes. Motion carried.

President Rittorf stated he reviewed the Management Letter and that Executive Assistant Arnold stated it was a standard letter we get every year. He feels if the board is comfortable with how things are that is fine. DC McMillin reached out to James Howard and he would charge \$750.00 per month to reconcile the bank statements. Attorney Motylinski is not at all concerned with how things are being done. He does not feel the district needs to hire an outside person to do the work. The board's general consensus is to leave things how they are.

Communications

1. Thank you:
 - a. WESCOM - Telecommunicator Gift & the Goodies after the bad call on the highway.
 - b. Troy Fire PD – Assistance on a call April 12th.
2. 2025 CFPD Annual Report was attached for the board. Executive Assistant Arnold did a great job on the report. President Rittorf would like it to be put on the website, a link on Facebook, and to have it sent to the local taxing bodies.

OLD BUSINESS

1. Discuss and approve the fencing upgrade for Station #2 – A discussion was held on replacing the fence. DC McMillin will contact a few more contractors to see if we can get a price and some options. It may just be better to replace some of the boards and paint it this year.

NEW BUSINESS

1. **Discuss and approve the Re-Appointment of Trustees – Michael Rittorf and Andrew Fitzgerald** – Executive Assistant Arnold received notice for the County Executive's office that Michael Rittorf and Andrew Fitzgerald have been re-appointed.
2. **Re-organization of the District Board** – Trustee Fitzgerald made a motion to leave the board as is:
 - President – Michael Rittorf
 - Secretary – Michael J. McMillin
 - Treasurer – Donald Gregory
 - Trustee – Casey Caldwell
 - Trustee – Andrew Fitzgeraldseconded by Trustee Caldwell. A roll call vote was taken for the motions: President Rittorf – Yes; Secretary McMillin – Yes; Treasurer Gregory – Yes; Trustee Caldwell – Yes; and Trustee Fitzgerald – Yes. Motion carried

Chief Petrakis presented a letter to the board stating he will be stepping down as Chief as of July 1, 2026 but will remain an administrative employee until August 31, 2026. President Rittorf stated there will be a department luncheon on July 2nd with an open house from 1 pm – 3 pm. The trustees will be taking Chief Petrakis to dinner in July.

WESCOM: At the Executive Board meeting it was discussed on how to handle the collection of alarm fees that are past due. They are asking the Villages/Municipalities to provide business information. Further discussion was held on the alarm fees. Lemont will be joining WESCOM.

LEGAL UPDATE: Attorney Motylinski addressed some concerns the board had about the members driving their own vehicles for department activities. It is best that if a member is doing something for the department, they should drive a district vehicle.

PENSION: None

FIRE AND LIFE SAFETY EDUCATOR – (Report attached).

FIRE PREVENTION AND INSPECTION MONTHLY REPORT – (Report attached). Lieutenant O'Hern, Captain McMillin, and Firefighter Pierce are doing a great job with the inspections. They are much more effective than the past inspectors, best in Chief's 14 years.

Secretary McMillin asked about the alarms to Rockdale. Is there a way we can charge them for the calls we have to run for them. The Mutual Aid agreements that we have in place would prevent us from charging. DC McMillin ran a report of the number of times we have gone to calls there, it is significant recently.

DEPUTY CHIEF REPORT - (report attached)

- 421 is fixed and back in service.
- Georges Landscaping was out and over dresses and over seeding Station #2. They also put down a fertilizer that is safe for the fresh grass seed.
- Orkin was out to spray for the spring tail bugs that appear in the spring.
- Three Rivers Fest presented Sarah a check for \$1,000, DC McMillin and Sarah attended the meeting.
- Pro Motions would like to do our annual fitness and continued monitoring. Would be about an additional \$3,500 to have it done local. Would be able to come out of the tort line item. The follow up program could be a good option.
- Meet with Vince from MacQueen on the new engine. Were able to drop the cost by about \$20,000 with some modifications we wanted made. Secretary McMillin would like DC McMillin to check on the cost savings to change the rims.
- The next ambulance remount will be in 2028. The previous remount has been good.
- Had a few significant calls: Mound Road fire in Troy Township, Extrication on Rt. 6 and Brandon Road, Rockdale.
- We had a structure fire on Patricia. Leaves in the back yard spread to the deck that spread to the house. Lieutenant Hartman and Firefighter Highbaugh did a great job getting a start on the fire attack before anyone else showed up.
- DC McMillin presented mock-ups for the sign out front of the station. A discussion was held. President Rittorf would like the sign to be put on the agenda for the June meeting.

CHIEF REPORT: (report attached)

- Patrick Hardon is off probation.
- Rigs has been neutered, split open his incision.
- The St. Elizabeth residence have reached out with some issues with the property management team. Chief Petrakis will be meeting with them to try to resolve the issues that involve the fire district.
- City of Joliet Fire Department has requested we enter into an auto aid agreement.
- The Night at the Station will be June 4th from 5pm to 8pm. Chief Petrakis will be in the dunk tank.

President Rittorf requested that the Trustees go into closed session pursuant to Section (2)(c)(1) of the Open Meetings Act (to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body); Section (2)(c)(2) of the Act (to discuss collective negotiating matters between the public body and its employees); and/or Section (2)(c)(8) of the Act (to discuss pending, probable or imminent litigation), motion made by Trustee Fitzgerald, seconded by Treasurer Gregory. A roll call vote: President Rittorf – Yes; Secretary McMillin – Yes; Treasurer Gregory – Yes; Trustee Caldwell – Yes; and Trustee Fitzgerald - Yes. Motion carried. The meeting was placed in closed session at 9:25 a.m. Chief Petrakis, DC McMillin, and Executive Assistant were asked to leave the meeting.

At 9:37 a.m., the meeting resumed open session with a motion by Trustee Caldwell, seconded by Secretary McMillin. A roll call vote: President Rittorf – Yes; Secretary McMillin – Yes; Treasurer Gregory – Yes; Trustee Caldwell – Yes; and Trustee Fitzgerald - Yes. Motion was carried to place the meeting in open session. No action to be taken from the closed session.

Executive Assistant Arnold was told to put the approval of the new contract for Chief McMillin on the agenda in June.

There being no further or other business to come before the meeting, upon motion duly made by Trustee Fitzgerald, seconded by Treasurer Gregory, unanimously approved, the meeting adjourned at 9:41 a.m.

Respectfully Submitted

Jacque Arnold

Executive Fire Support Manager

CHANNAHON FIRE PROTECTION DISTRICT

5/7/2026 1:12 PM

Register: 2016660 · First Secure - Checking

From 04/09/2026 through 05/08/2026

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
04/09/2026	4015	2nd Look Consulting...	1-201 · 2000 Accounts ...		393.75	X		562,635.52
04/09/2026	4016	Air One Equipment, ...	1-201 · 2000 Accounts ...	146	1,401.00	X		561,234.52
04/09/2026	4017	CDW Government, L...	1-201 · 2000 Accounts ...		35.38	X		561,199.14
04/09/2026	4018	Clear Voice, Inc.	1-201 · 2000 Accounts ...		1,330.00	X		559,869.14
04/09/2026	4019	Clennon Electric, Inc.	1-201 · 2000 Accounts ...	Inv. 43341	1,002.24	X		558,866.90
04/09/2026	4020	Comcast	1-201 · 2000 Accounts ...		90.08	X		558,776.82
04/09/2026	4021	Constellation Energy...	1-201 · 2000 Accounts ...		2,240.08	X		556,536.74
04/09/2026	4022	Des Plaines Valley ...	1-201 · 2000 Accounts ...		2,747.00	X		553,789.74
04/09/2026	4023	Dive Right in Scuba	1-201 · 2000 Accounts ...		4,964.64	X		548,825.10
04/09/2026	4024	EMS Management &...	1-201 · 2000 Accounts ...	Inv. EMS-0241...	202.98	X		548,622.12
04/09/2026	4025	Estech Sysems, Inc.	1-201 · 2000 Accounts ...	Inv. 271669	226.95	X		548,395.17
04/09/2026	4026	Fast Printing of Joliet...	1-201 · 2000 Accounts ...		24.06	X		548,371.11
04/09/2026	4027	Feece Oil Co.	1-201 · 2000 Accounts ...		2,495.53	X		545,875.58
04/09/2026	4028	Fleet Safety Supply	1-201 · 2000 Accounts ...	Inv. 86636	344.05	X		545,531.53
04/09/2026	4029	Illinois Public Risk F...	1-201 · 2000 Accounts ...		18,833.00	X		526,698.53
04/09/2026	4030	JCM Uniforms, Inc.	1-201 · 2000 Accounts ...		1,162.00	X		525,536.53
04/09/2026	4031	LRS, Inc.	1-201 · 2000 Accounts ...		215.60	X		525,320.93
04/09/2026	4032	Mack & Assoicates	1-201 · 2000 Accounts ...	Inv. 12293	12,500.00	X		512,820.93
04/09/2026	4033	MacQueen Emergenc...	1-201 · 2000 Accounts ...		1,235.83	X		511,585.10
04/09/2026	4034	MES Service Compa...	1-201 · 2000 Accounts ...		282.20	X		511,302.90
04/09/2026	4035	Michael McMillin	1-201 · 2000 Accounts ...		80.00	X		511,222.90
04/09/2026	4036	Nicor Gas	1-201 · 2000 Accounts ...		2,424.26	X		508,798.64
04/09/2026	4037	Office of the Illinois ...	1-201 · 2000 Accounts ...	October 21 & 2...	100.00			508,698.64
04/09/2026	4038	Orkin	1-201 · 2000 Accounts ...		1,102.00	X		507,596.64
04/09/2026	4039	PremiStar - North	1-201 · 2000 Accounts ...		9,574.00	X		498,022.64
04/09/2026	4040	Scotty's Lawncare	1-201 · 2000 Accounts ...	2026 Lawn Care	360.00	X		497,662.64
04/09/2026	4041	The Village of Chan...	1-201 · 2000 Accounts ...		171.31	X		497,491.33
04/09/2026	4042	US Gas / Linde Gas ...	1-201 · 2000 Accounts ...		218.05	X		497,273.28
04/09/2026	4043	Verizon Wireless	1-201 · 2000 Accounts ...	8159220120001	367.19	X		496,906.09
04/09/2026	4044	Village of Romeovill...	1-201 · 2000 Accounts ...		3,300.00	X		493,606.09
04/09/2026	4045	Wescom	1-201 · 2000 Accounts ...		350.00	X		493,256.09
04/09/2026	4046	Whitmore Ace Hard...	1-201 · 2000 Accounts ...		24.06	X		493,232.03
04/09/2026	4047	Zeiter's Septics, Inc.	1-201 · 2000 Accounts ...	3574	1,160.00	X		492,072.03
04/09/2026	4048	Uniforms Direct LLC	1-201 · 2000 Accounts ...		71.24	X		492,000.79
04/09/2026	508850848	John G. Petrakis	1-201 · 2000 Accounts ...	Cell Phone	80.00	X		491,920.79
04/10/2026		Uniforms Direct LLC	1-201 · 2000 Accounts ...	VOID:		X		491,920.79
04/14/2026			401-10 · Reimburseme...	Deposit		X	2,307.96	494,228.75
04/14/2026	363986	Transamerica	11.11 · chiefs pen. & d...	VB98198 00001	217.91	X		494,010.84
04/16/2026		QuickBooks Payroll ...	064-6 · Amb General/ ...	Created by Pay...	75,019.72	X		418,991.12
04/17/2026	4049	Channahon Prof. Fire...	2100 · Payroll Liabilities		1,470.00	X		417,521.12

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5/7/2026 1:12 PM

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From 04/09/2026 through 05/08/2026

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
04/17/2026	4050	Channahon FPD Fire...	2100 · Payroll Liabilities		17,296.70	X		400,224.42
04/17/2026	206813	Department of Treas...	-split-	36-3327732	16,627.92	X		383,596.50
04/17/2026	363983	Transamerica	-split-	PE61743-0000...	5,422.52	X		378,173.98
04/17/2026	23157326	U.S. Bank	1-201 · 2000 Accounts ...		3,449.21	X		374,724.77
04/17/2026	390044912	Il. Dept. of Revenue	2100 · Payroll Liabilities	36-3327732	4,745.68	X		369,979.09
04/17/2026	DD8046	Arnold, Jacquelyn M.	-split-	Direct Deposit		X		369,979.09
04/17/2026	DD8047	Bowles, Matthew	-split-	Direct Deposit		X		369,979.09
04/17/2026	DD8048	Ciarlette, Noah A	-split-	Direct Deposit		X		369,979.09
04/17/2026	DD8049	Dikun, Nathan S	-split-	Direct Deposit		X		369,979.09
04/17/2026	DD8050	Dircks, Brennan C	-split-	Direct Deposit		X		369,979.09
04/17/2026	DD8051	Fals, Shelby L.	-split-	Direct Deposit		X		369,979.09
04/17/2026	DD8052	Fellows, Sarah K	-split-	Direct Deposit		X		369,979.09
04/17/2026	DD8053	Grubisich, Danial P	-split-	Direct Deposit		X		369,979.09
04/17/2026	DD8054	Hammerstein, Jr., Mi...	-split-	Direct Deposit		X		369,979.09
04/17/2026	DD8055	Hardin, Patrick E.	-split-	Direct Deposit		X		369,979.09
04/17/2026	DD8056	Hartman, Jason S	-split-	Direct Deposit		X		369,979.09
04/17/2026	DD8057	Highbaugh, Andrew S	-split-	Direct Deposit		X		369,979.09
04/17/2026	DD8058	Kazak, Jeffrey M	-split-	Direct Deposit		X		369,979.09
04/17/2026	DD8059	Koranda, Jr., Allen C.	-split-	Direct Deposit		X		369,979.09
04/17/2026	DD8060	McMillin, Brian D.	-split-	Direct Deposit		X		369,979.09
04/17/2026	DD8061	McMillin, Michael J	-split-	Direct Deposit		X		369,979.09
04/17/2026	DD8062	O'Hern, Terrence M.	-split-	Direct Deposit		X		369,979.09
04/17/2026	DD8063	Owen, Joseph M	-split-	Direct Deposit		X		369,979.09
04/17/2026	DD8064	Petrakis, John	-split-	Direct Deposit		X		369,979.09
04/17/2026	DD8065	Pierce, Dillon J.	-split-	Direct Deposit		X		369,979.09
04/17/2026	DD8066	Randich, Jacob M.	-split-	Direct Deposit		X		369,979.09
04/17/2026	DD8067	Schneider, Scott W.	-split-	Direct Deposit		X		369,979.09
04/17/2026	DD8068	Schumacher, Jessica L	-split-	Direct Deposit		X		369,979.09
04/17/2026	DD8069	Skole, Matthew J.	-split-	Direct Deposit		X		369,979.09
04/17/2026	DD8070	Tobolt, Dale G	-split-	Direct Deposit		X		369,979.09
04/20/2026	41726305	Standard Insurance C...	1-201 · 2000 Accounts ...	00 162517	305.00	X		369,674.09
04/20/2026	255994369	Standard Insurance C...	1-201 · 2000 Accounts ...	00 162517	346.91	X		369,327.18
04/20/2026	7026767...	Blue Cross and Blue ...	1-201 · 2000 Accounts ...	Acct. 000618608	49,534.77	X		319,792.41
04/21/2026	4051	Jacque Arnold	1-201 · 2000 Accounts ...		50.00	X		319,742.41
04/24/2026			401-07 · Grant Money \$	Deposit		X	1,000.00	320,742.41
04/27/2026	12026	Illinois Director of E...	1-201 · 2000 Accounts ...	36-3327732, A...	2,751.46	X		317,990.95
04/29/2026			-split-	Deposit		X	10,207.96	328,198.91
04/30/2026			401-10 · Reimburseme...	Deposit		X	654.36	328,853.27
04/30/2026			401-09 · Interest \$	Interest		X	60.63	328,913.90
04/30/2026		QuickBooks Payroll ...	064-6 · Amb General/ ...	Created by Pay...	71,610.55	X		257,303.35

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Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
05/01/2026	372070	Transamerica	-split-	PE61743-0000...	5,214.93			252,088.42
05/01/2026	372082	Transamerica	11.11 · chief's pen. & d...	VB98198 00001	217.91			251,870.51
05/01/2026	729452	AFLAC	-split-	HX998	556.02			251,314.49
05/01/2026	70323356	Department of Treas...	-split-	36-3327732	15,671.56			235,642.93
05/01/2026	912591600	Il. Dept. of Revenue	2100 · Payroll Liabilities	36-3327732	4,512.78			231,130.15
05/01/2026	DD8071	Arnold, Jacquelyn M.	-split-	Direct Deposit		X		231,130.15
05/01/2026	DD8072	Bowles, Matthew	-split-	Direct Deposit		X		231,130.15
05/01/2026	DD8073	Ciarlette, Noah A	-split-	Direct Deposit		X		231,130.15
05/01/2026	DD8074	Dikun, Nathan S	-split-	Direct Deposit		X		231,130.15
05/01/2026	DD8075	Dircks, Brennan C	-split-	Direct Deposit		X		231,130.15
05/01/2026	DD8076	Fals, Shelby L.	-split-	Direct Deposit		X		231,130.15
05/01/2026	DD8077	Fellows, Sarah K	-split-	Direct Deposit		X		231,130.15
05/01/2026	DD8078	Grubisich, Danial P	-split-	Direct Deposit		X		231,130.15
05/01/2026	DD8079	Hammerstein, Jr., Mi...	-split-	Direct Deposit		X		231,130.15
05/01/2026	DD8080	Hardin, Patrick E.	-split-	Direct Deposit		X		231,130.15
05/01/2026	DD8081	Hartman, Jason S	-split-	Direct Deposit		X		231,130.15
05/01/2026	DD8082	Highbaugh, Andrew S	-split-	Direct Deposit		X		231,130.15
05/01/2026	DD8083	Kazak, Jeffrey M	-split-	Direct Deposit		X		231,130.15
05/01/2026	DD8084	Koranda, Jr., Allen C.	-split-	Direct Deposit		X		231,130.15
05/01/2026	DD8085	McMillin, Brian D.	-split-	Direct Deposit		X		231,130.15
05/01/2026	DD8086	McMillin, Michael J	-split-	Direct Deposit		X		231,130.15
05/01/2026	DD8087	O'Hern, Terrence M.	-split-	Direct Deposit		X		231,130.15
05/01/2026	DD8088	Owen, Joseph M	-split-	Direct Deposit		X		231,130.15
05/01/2026	DD8089	Petrakis, John	-split-	Direct Deposit		X		231,130.15
05/01/2026	DD8090	Pierce, Dillon J.	-split-	Direct Deposit		X		231,130.15
05/01/2026	DD8091	Randich, Jacob M.	-split-	Direct Deposit		X		231,130.15
05/01/2026	DD8092	Schneider, Scott W.	-split-	Direct Deposit		X		231,130.15
05/01/2026	DD8093	Schumacher, Jessica L	-split-	Direct Deposit		X		231,130.15
05/01/2026	DD8094	Skole, Matthew J.	-split-	Direct Deposit		X		231,130.15
05/01/2026	DD8095	Tobolt, Dale G	-split-	Direct Deposit		X		231,130.15
05/01/2026			3755 · Hinsdale Bank ...	Funds Transfer			40,591.29	271,721.44
05/04/2026			-split-	Deposit			3,063.82	274,785.26
05/05/2026			401-04 · Contributions ...	Deposit			2,000.00	276,785.26
05/07/2026	2310196...	Comcast	1-201 · 2000 Accounts ...		411.06			276,374.20
05/07/2026	2310197...	Comcast	1-201 · 2000 Accounts ...		268.17			276,106.03



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CHANNAHON IL 60410

815-467-6767
FAX: 815-467-5081



Fire and Life Safety Educator Monthly Activities

April 2026

Trainings/meetings	total students
4/14 Meeting at St. Elizabeth Fire Drill prep	3
4/24 National Weather Public Safety Class	
School Visits	
4/7 Galloway 1 st Grade	107
4/10 Galloway Kindergarten	105
4/13 Galloway 2 nd Grade	108
4/17 Channahon Junior High: First Aid for 7 th graders	126
4/20 UMC Preschool	30
4/21 UMC Preschool	14

Other	
4/6 Safe Sitter Class	9
4/8 Ride to School on Engine	3
4/9, 4/16, 4/23, 4/30 Matter of Balance at Park District	8
4/21 Three Rivers Community Support meeting. Grant Presentation	
4/22 BLS Heart code class	1

FAMILY ▪ TEAMWORK ▪ PRIDE ▪ COMMUNITY ▪ RESPONSIBILITY



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Meetings/classes	5/8 Lincoln Way Central CPR for Freshman 5/11 BLS Heartcode Class 5/12-5/14 PIO class 5/18 School Board Meeting
Pending Activities	5/1 Kindergarten Touch a Truck 5/4 2 nd Grade Touch a Truck 5/5 1 st Grade Touch a Truck 5/6 FLSE meeting 5/7 Little Learners Touch a Truck
Other	5/19 Fire drill at St. Elizabeth building 3 5/27 Ride to School on Engine 5/28 Fire Drill at St. Elizabeth Building 4

Respectfully Submitted,

Sarah Fellows, Fire Life Safety Educator

April 2026 Inspections Report

- 4/3
Brycer check for compliance issues. 1st Due data entry. CPSI email & phone correspondence. Inspections at Dollar general on Peninsula (Failed) and Game Changers (Failed). Blocked entry access in front of NAPA with their service vehicles was forwarded to Kirk. Wash and fuel 448.
- 4/6
Phone call correspondence with CPSI, and Feinberg from Minooka prevention. Keltron report follow-ups to 24251 W. Riverside Dr. (Normal). And 24804 W. Eames (Remain in Trouble until the system can be repaired). Responded to 24305 W. Riverside for an Automatic Fire Alarm. Inspection completed at Rt. 6 Dollar General (Failed).
- 4/20
Several email responses conducted. Follow with Eames St. Dollar General, AEA Trucking on Riverside Dr, and the old Verdeco building on Youngs Rd. These were in regard to Wescom Keltron reports. 1st Due data entry and scheduling.
- 4/21
Re-inspections completed at Alliance Coaching & Counseling (Passed) and United Methodist Church (Passed). Responded to a Supervisory alarm at Interstate Chemical on Durkee Rd. Discussion with management occurred in regard to their alarm system recently converted to Wescom. Email correspondence. Research our adopted County Ordinance, NFPA 72, and IFC 2021.
- 4/23
Re-inspections completed at Mavi Bands (Passed), Channahon Healthcare – Morris (Passed). Keltron report follow ups at 24305-11 Riverside Dr. businesses. Valvoline Trouble alarm. Ordinance research. Safety assessment at United Methodist Church per their request involving both the church and preschool. Continued research in NFPA 72 and IFC 2021.
- 4/27 & 4/29
Follow up with INEOS on Durkee in regard to the status of the violations found at the facility. Keltron follow up due to Riverside Dr. issues and contact with property management via phone call to find a solution for a nuisance alarm occurring at the property. Additional code research conducted for some changes that United Methodist church would like to make to their facility. Code research conducted for an inquiry from Amazon on Amoco Rd.
- 4/30
Site visit to verify compliance with an FSCI approval at Premier Trailers LLC (Old I-55 Auto Salvage). No one on site but some issues found when visiting. Follow up required. Reinspection completed at Rosati's (Failed). 1st Due scheduling and data entry.



CHANNAHON FIRE PROTECTION DISTRICT

24929 S. CENTER STREET

CHANNAHON, ILLINOIS 60410

PHONE: 815.467.6767 • FAX: 815.467.5081

www.channahonfire.com

Deputy Chief Report for May 2026

Vehicles:

- Car 402 New battery, will need rear brakes at next service. On-board flashlight put in service (invoice included in May 2026 list).
- Eng. 421 Needed EGR sensor. Exhaust manifold was ordered, but found not to be needed (returned for credit). A/C compressor was found to be leaking oil last fall. A/C line was leaking at connection. Line replaced and system recharged.
- 4 new batteries in scissor lift (NAPA).

Monthly invoices rec'd: \$3354.22 YTD: \$20,806.53 as of May 5, 2026.

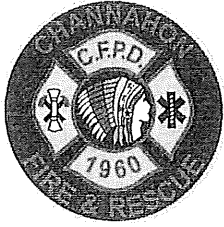
Stations:

Station 1

- George's Landscape performed Spring Clean-up at both Stations; scheduled to perform aeration, overseed, and fertilization/weed control on Wed, May 6 or Sat, May 9 depending on weather.
- Crowther fixed a couple holes in outside shop roof membrane.
- Integrity Signs provided mock-ups and quotes for monument sign out front and replacement emblem sign for outside shop (attached).
- Crew repaired front Administration-side bathroom exhaust fan.
- Dave Gossage from A-Beep in to review adding visual alert device in basement.

Station 2

- Marchio Fence at Sta. 2 to measure / review "wants" for fence upgrade.
- Orkin performed preventative pest spray for Springtail situation 3/30.
- Annual fire alarm inspection completed; noted one pull station "failed to report", was fixed in-house by FPB staff.



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Meetings:

- I challenged (and passed) the Surface Water Operations state exam 4/7.
- Attended wake and walk-thru for WESCOM Dispatcher Prosser in Bourbonnais 4/9.
- MABAS 15 Chief's meeting at Plainfield 4/15.
- WESCOM Executive Committee meeting 4/16 at WESCOM.
 - Reviewed pending alarm collection fee policy changes
- Three Rivers Fest meeting with Sarah to accept TRF Foundation donation 4/21.
- Met with Physical Therapists Paul and Jayne from Pro-Motion where they presented their desire to perform personnel wellness evaluations. I'll explain in more detail.
- Attended Grundy County 100 Club presentation by Lt. Col. Grossman on mental and physical wellness and leadership 4/27.
- Met with MacQueen sales rep Vince Baudek to review new Engine specs 4/29.
- Met with Village officials and Heritage Lakes HOA officials regarding emergency access ramp for the private lake there.

Significant Calls:

- Structure Fire – M/A to Troy 4/12 – house fire on Mound Rd. 421,414,402
- MVC – A/A to Rockdale 4/21 – fatal with heavy extrication. 402 was Command, as NO Rockdale assets responded. 421 completed the extrication.
- Structure fire – 22903 Patricia 4/30 – Full Still, significant damage. Started as controlled burn in burn pit and extended to home. (Board Up problem)

Total calls for April 2026 - 189 2026 Year to Date – 643 (thru 4/30)



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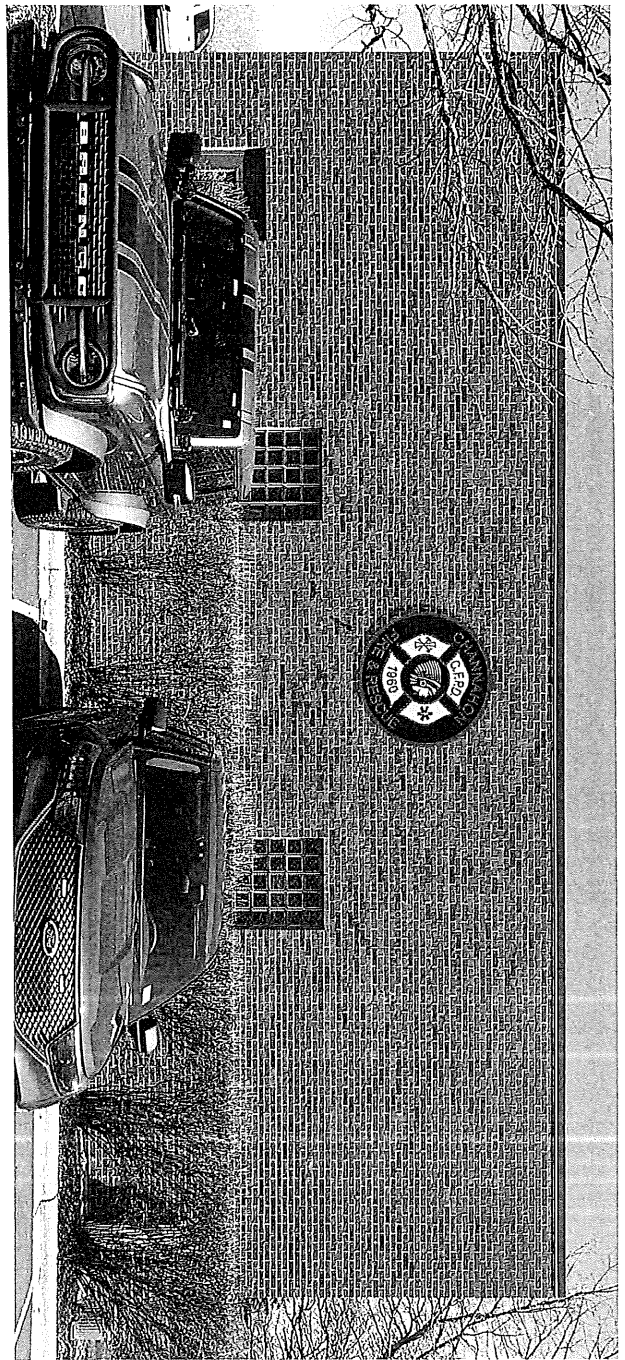
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Pending:

- Candidate training is on-going.
- Water Squad 496 Sector Scan Sonar repaired, being shipped back now.
- Sta. 2 fence proposals still outstanding.
- Candidates have removed and repainted logo from side of outside shop. Does not look like it will be able to go back outside. Plan is to epoxy it and hang in training room.

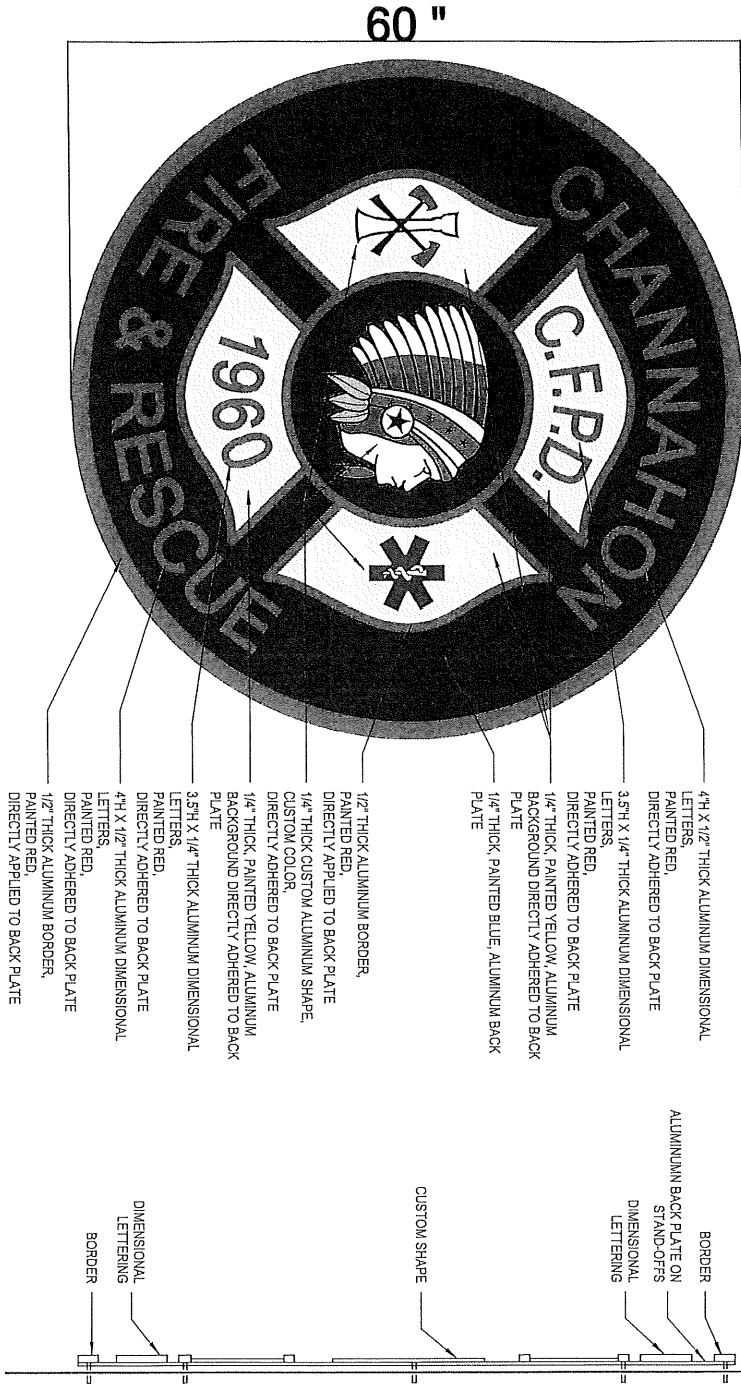
*** End of Report***



- PMS 289C ● PMS 3546C PMS 122C ● PMS 2467C ● PMS 2472C ● PMS 287C ○ WHITE ● BLACK

LINE INDICATES EXTERIOR FACE OF WALL

3/4" 1/2"



ELEVATION

SECTION

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Directory Name: ZACHANNAHON FIRE

Address:

Date: 4/16/2026

Drawn By: JS

Approved By:

File Name: CHANNAHON FIRE EXTERIOR BUILDING SIGN

Salesperson:

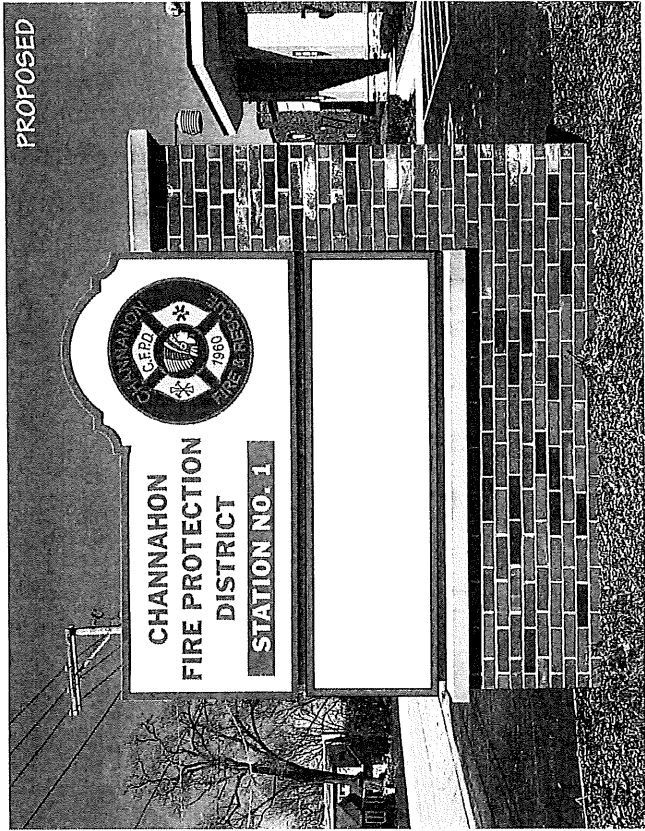
Date:

INTEGRITY SIGN

18770-A S. 88th Ave. Mokena, IL 60448
708-478-2700 office / 708-478-5074 fax

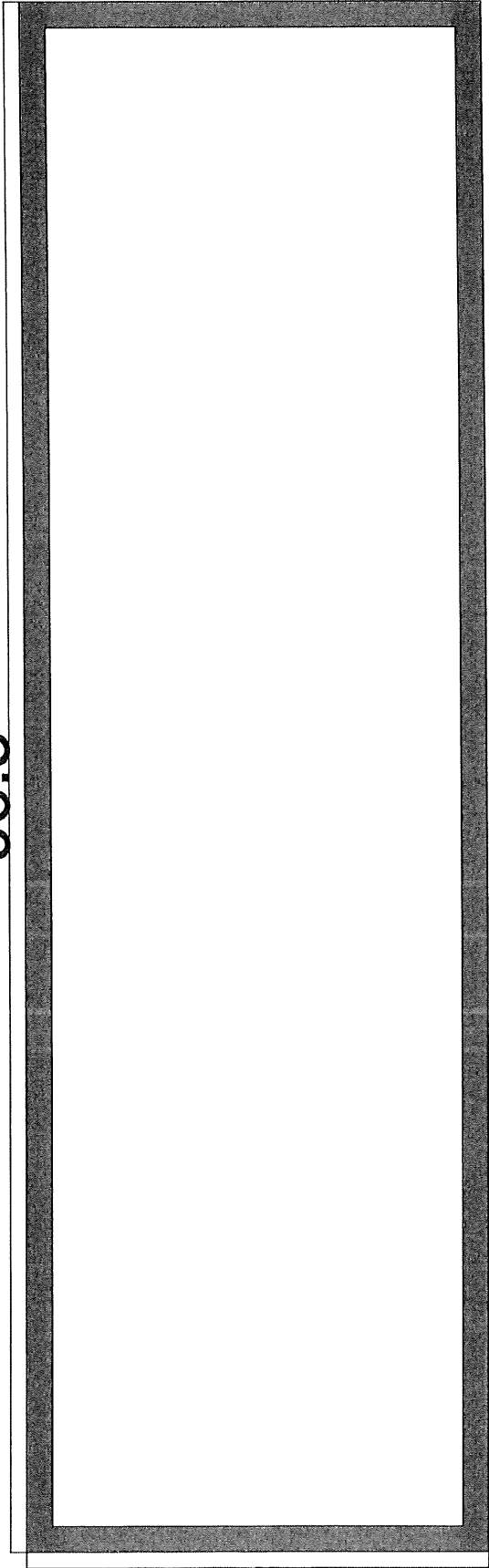
Directory Name: Z:\CHANNNAHON FIRE	
Address:	
Date: 4/14/2026	File Name: CHANNNAHON FIRE MONUMENT SIGN.rls
Drawn By: JS	Salesperson:
Approved By:	Date:

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96.5"

29"



INTEGRITY SIGN

18770-A South 88th Avenue Mokena, IL 60448 708-478-2700 office 708-478-5074 fax
IntegritySignCompany.com

PREPARED BY: Austin Davis

DATE: 4-29-26

PROPOSAL

Agreement made between **INTEGRITY SIGN COMPANY** and

BUYER: Channahon Fire District #1- 24929 S Center St Channahon, IL 60410

ATTN: Michael McMillin
Phone: 815-693-6202

DESCRIPTION OF WORK:

Procure Sign Permits. Cost of sign permits are additional at net.

EXTERIOR BUILDING SIGN.

*Fabricate & install (1) single faced Diameter NON-ILLUMINATED multi-dimensional sign with raised copy and logo

OPTION 4) 60" RAISED ACRYLIC. HAS TO BE MADE 2 SEPERATE PIECES WITH A SEAM.

OPTION 4 COST \$ 7,800.00

OPTION 5) 72" RAISED ACRYLIC. HAS TO BE MADE 2 SEPERATE PIECES WITH A SEAM.

OPTION 5 COST \$ 11,100.00

OPTION 6)

Fabricate & Install 1/2" 60" diameter non-illuminated flat copy sign.

Fabricate & Install (1) set of 1/2" Flat cut acrylic letters that are painted white and stud mounted to brick.

Copy to be "CHANNAHON FIRE DISTRICT #1"

OPTION 6 COST \$4,843.39

EXISTING GROUND SIGN:

FIELD SURVEY EXISTING GROUND SIGN.

Remove and junk (1) 29.25" X 96.5" existing EMC.

Fabricate & Install (1) DF 29" X 96.5" PAINTED ALUMINUM LED INTERNALLY ILLUMINATED CABINET WITH LEXAN FACES. Copy to be designed at a later date. Quote full color copy, HOOK TO EXISTING POWER AT SIGN SITE.

PAINTED ALUMINUM ALUMINUM CABINET COST \$4,500.00

COST: TBD + PERMIT COST

DEPOSIT: 50% DOWN

BALANCE: NET 30 DAYS

Remarks/Notes:

INTEGRITY SIGN COMPANY

BUYER _____

ACCEPTED BY:

BY: Austin Davis

BY: _____

BY: _____

TITLE: Sales

TITLE: _____

TITLE: _____

DATE: 4-29-26

DATE: _____

DATE: _____

PLEASE SIGN AND RETURN THE ORIGINAL OF THIS AGREEMENT
Prices subject to change if not accepted within thirty (30) days of the first date set forth above.



CHANNAHON FIRE PROTECTION DISTRICT

24929 S. CENTER STREET
CHANNAHON IL 60410

815-467-6767
FAX: 815-467-5081



April 30, 2026

To: Board of Trustees

From: John Petrakis, Fire Chief

RE: Monthly Chief Activity Report

Summary

As we draw closer to July 2, Deputy Chief McMillin has begun to take on more elements of the fire chief's responsibilities. I am working alongside him to help with various tasks or provide historical references on a practice or procedure. We have had continued conversations regarding the transition of D/C McMillin into the role of Fire Chief.

I am keeping the transition document current, so he has accurate information to start his role as Fire Chief. I will provide a final transition document to D/C McMillin and Board of Trustees during the June meeting. The document will be my last "report" to the Board and fire district.

In the interim, I am assisting where I can be of help with tasks or projects:

- Fire prevention & code research with Lt. O'Hern
- Drone program start up with Lt. O'Hern
- Drafting final rule updates for the Board of Fire Commissioners Manual
- Completion of the Administrative Guides – Provided to D/C McMillin for his consideration and discretion for implementation
- Reviewed draft fund balance policy - Provided to D/C McMillin for his consideration and discretion to present to the Board of Trustees
- Assisting Fire Candidates with completing their paramedic program applications
- Compile post-fire recovery materials authored by Luanne during her tenure and refining them for providing post-fire information and guidance to residents moving forward