



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 9th day of April 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, and Executive Fire Support Manager Arnold.

MATTER OF THE PUBLIC: None

APPROVAL OF THE MINUTES

Treasurer Gregory made a motion to approve the March 12, 2026, regularly scheduled meeting minutes, seconded by Trustee Caldwell. A roll call vote: President Rittof – Abstain; Secretary McMillin – Yes; Treasurer Gregory – Yes; Trustee Caldwell – Yes; and Trustee Fitzgerald – Yes. Motion carried.

TREASURER REPORT

Executive Assistant Arnold informed the board of the following:

- A transfer was made from the capital account to the First Secure Bank account in the amount of \$590,000.00. This is to cover bills until our tax payments start coming in. Then that will transfer back.

MONEY COLLECTED

\$36,146.19 - Ambulance Billing; \$1,005.00 – Babysitting Classes; \$300.00 – Contributions & Donations; \$144.71 – CPR Class; \$6,804.16 - Interest; \$1,290.58 – Reimbursement.

The Treasurer's report ending March 2026 along with the disbursement record for March 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 Caldwell. A roll call vote: President Rittof – 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 Caldwell. A roll call vote: President Rittorf – Yes; Secretary McMillin – Yes; Treasurer Gregory – Yes; Trustee Caldwell – Yes; and Trustee Fitzgerald - Yes. Motion carried.

Secretary McMillin asked about the line items that are over on the budget. The Candidate line item was an error in coding. That needs to be changed to uniforms. The Communications line item is the unexpected purchase of radio items.

Communications

1. Will County Tax Rate Calculation – 2025 Levy was included in the board packet.
2. A thank you was received from the McShane family. They were very happy with the service they received.

OLD BUSINESS

NEW BUSINESS

1. **Presentation from James Howard on the District's Financial Forecast** – Mr. Howard joined the meeting to present the financial forecast to the board. A discussion was held on the past three years of the district's finances and what to expect moving forward over the next five years. The district is maintaining a fund balance and has about 6-months in reserves. The future will consist of getting short term loans for vehicle purchases. The CPI for this year will be down to 2.7%. The average of operational increases is showing to be 4%. Mr. Howard feels the district is very stable. He can adjust the forecast for the district. It would be done through an hourly rate. Executive Assistant Arnold is to send Mr. Howard the approved Audit in May along with the abatement ordinance information. The board would like that information updated and they would also like to see a projection for cost of hiring 3 more firefighter/paramedics.
2. **Discuss and appoint / re-appoint the following positions –**
 - a. Donna Gray – Board of Fire Commissioners – Re-appoint. Trustee Fitzgerald made a motion to re-appoint Donna Gray to the Board of Fire Commissioners, seconded by Trustee Caldwell. A roll call vote: President Rittorf – Yes; Secretary McMillin – Yes; Treasurer Gregory – Yes; Trustee Caldwell – Yes; and Trustee Fitzgerald - Yes. Motion carried.
 - b. Michael McMillin (Deputy Chief) – Pension Board – Treasurer Gregory made a motion to appoint Michael McMillin to the Pension Board to replace the term that has been completed by Jeff Toepper, 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.
3. **Discuss and approve the maintenance contract for Station 1 (\$7,548) & Station 2 (\$3,540) Heating/HVAC units with PremiStar** – A discussion was held regarding the maintenance contracts. Secretary McMillin made a motion to approve the purchase of the contracts, seconded by Treasurer Gregory. A roll call vote was taken for the motions: President Rittorf – Yes; Secretary McMillin – Yes; Treasurer Gregory – Yes; Trustee Caldwell – abstain; and Trustee Fitzgerald - Yes. Motion carried
4. **Discuss and approve the landscaping upgrade for Station 2** – DC McMillin meet with the landscapers and is waiting on a quote to have the repairs done. They will be rolling the lot, overseeding, and taking care of the landscaping beds. Secretary McMillin made a motion to approve the landscaping upgrades for Station 2 not to exceed \$7,500, seconded 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

5. Discuss and approve the fencing upgrade for Station 2 – Table to May

Secretary McMillin asked about the pension fund being maintained at 120%. That is the number the pension board decided to have in order to keep the fund at a healthy balance. In the matter of a few years, we could have a number of firefighters/paramedics drawing a pension.

Secretary McMillin would like us to reach out to the Attorney about the Cook County Correction Officers that are parking in our lot. Want to make sure we are not liable for anything. Executive Assistant Arnold was instructed to have Attorney Motylinski at the May meeting.

WESCOM: The mass alerting system is changing. It is moving to Motorola Rave. The memorial for the WESCOM dispatched that was killed in a car accident on I-55 Easter Morning, our district will be tonight.

LEGAL UPDATE: None

PENSION: None

FIRE AND LIFE SAFETY EDUCATOR – (Report attached).

FIRE PREVENTION AND INSPECTION MONTHLY REPORT – (Report attached).

DEPUTY CHIEF REPORT - (report attached)

- Station 2 – The Manor Motel has mowed a patch of the easement to allow individuals to walk to the gas station. They are walking on our property, even onto our patio. Is there a way we can mark the as private property or no trespassing. The board asked that Attorney Motylinski to be asked that question.
- Trustee Caldwell asked if we can have a different electrician come out to work on things at the station. DC McMillin and Treasurer Gregory are working on that.

CHIEF REPORT: (report attached)

- A conversation was held on the accident Firefighter/Paramedic Fals had picking up the dog. Would like to have a policy about people using district vehicles. Ask Attorney Motylinski to discuss this. Executive Assistant Arnold will send out an eblast to the IFSAP group to see what other departments are doing.

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 Treasurer Gregory, 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 meeting was placed in closed session at 9:53 a.m. Chief Petrakis, DC McMillin, and Executive Assistant were asked to leave the meeting.

At 10:10 a.m., the meeting resumed open session with a motion by Trustee Fitzgerald, 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 was carried to place the meeting in open session. No action to be taken from the closed session.

There being no further or other business to come before the meeting, upon motion duly made by Treasurer Gregory, seconded by Trustee Fitzgerald, unanimously approved, the meeting adjourned at 10:15 a.m.

Respectfully Submitted
Jacque Arnold
Executive Fire Support Manager

CHANNAHON FIRE PROTECTION DISTRICT

4/6/2026 12:30 PM

Register: 2016660 · First Secure - Checking

From 03/12/2026 through 04/06/2026

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
03/12/2026	3964	Air One Equipment, ...	1-201 · 2000 Accounts ...	146	4,316.00	X		386,274.19
03/12/2026	3965	Chief Shabbona Trai...	1-201 · 2000 Accounts ...		150.00	X		386,124.19
03/12/2026	3966	CIT Trucks - Joliet	1-201 · 2000 Accounts ...		798.06	X		385,326.13
03/12/2026	3967	Comcast	1-201 · 2000 Accounts ...		90.08	X		385,236.05
03/12/2026	3968	Constellation Energy...	1-201 · 2000 Accounts ...		1,958.03	X		383,278.02
03/12/2026	3969	Crescent Electric Sup...	1-201 · 2000 Accounts ...		67.34	X		383,210.68
03/12/2026	3970	Dive Right in Scuba	1-201 · 2000 Accounts ...		7,225.02	X		375,985.66
03/12/2026	3971	EMS Management &...	1-201 · 2000 Accounts ...	Inv. EMS-0218...	233.11	X		375,752.55
03/12/2026	3972	Estech Sysems, Inc.	1-201 · 2000 Accounts ...	Inv. 271669	227.26	X		375,525.29
03/12/2026	3973	Feece Oil Co.	1-201 · 2000 Accounts ...		1,856.95			373,668.34
03/12/2026	3974	Fleet Safety Supply	1-201 · 2000 Accounts ...	Inv. 86608	386.56	X		373,281.78
03/12/2026	3975	Foster Coach Sales, L...	1-201 · 2000 Accounts ...	Inv. 30590	176.35	X		373,105.43
03/12/2026	3976	Fox Valley Fire & Sa...	1-201 · 2000 Accounts ...		902.72	X		372,202.71
03/12/2026	3977	Gov Accounting LLC	1-201 · 2000 Accounts ...	Inv. 3307	5,200.00	X		367,002.71
03/12/2026	3978	IFSAP Membership	1-201 · 2000 Accounts ...		120.00			366,882.71
03/12/2026	3979	Illinois Fire Service ...	1-201 · 2000 Accounts ...	2026 Conference	575.00	X		366,307.71
03/12/2026	3980	Illinois Healthcare an...	1-201 · 2000 Accounts ...	Inv. GEMTFY...	50,482.23	X		315,825.48
03/12/2026	3981	Illinois Public Risk F...	1-201 · 2000 Accounts ...		25,115.00	X		290,710.48
03/12/2026	3982	Illinois Tollway	1-201 · 2000 Accounts ...		12.19	X		290,698.29
03/12/2026	3983	Integrity Fire Equip...	1-201 · 2000 Accounts ...		720.20	X		289,978.09
03/12/2026	3984	Jacob Randich	1-201 · 2000 Accounts ...		1,571.20	X		288,406.89
03/12/2026	3985	JCM Uniforms, Inc.	1-201 · 2000 Accounts ...		623.75	X		287,783.14
03/12/2026	3986	Joliet Water Recondi...	1-201 · 2000 Accounts ...		87.00	X		287,696.14
03/12/2026	3987	Kindelspire's Auto S...	1-201 · 2000 Accounts ...		1,036.19	X		286,659.95
03/12/2026	3988	L & L of Sterling, In...	1-201 · 2000 Accounts ...		1,350.55	X		285,309.40
03/12/2026	3989	Lockport Twp Fire D...	1-201 · 2000 Accounts ...		4,424.99	X		280,884.41
03/12/2026	3990	LRS, Inc.	1-201 · 2000 Accounts ...		215.60	X		280,668.81
03/12/2026	3991	McCullough Implem...	1-201 · 2000 Accounts ...	VOID:		X		280,668.81
03/12/2026	3992	Michael McMillin	1-201 · 2000 Accounts ...		80.00	X		280,588.81
03/12/2026	3993	Minooka Lumber & ...	1-201 · 2000 Accounts ...	76767	127.50	X		280,461.31
03/12/2026	3994	Nicor Gas	1-201 · 2000 Accounts ...		4,081.20	X		276,380.11
03/12/2026	3995	Ottosen Dinolfo Has...	1-201 · 2000 Accounts ...	Inv. 19925	490.00	X		275,890.11
03/12/2026	3996	Paramedic Billing Se...	1-201 · 2000 Accounts ...		3,219.89	X		272,670.22
03/12/2026	3997	Perry Brown Plumbi...	1-201 · 2000 Accounts ...	Inv. 25172	585.00	X		272,085.22
03/12/2026	3998	Pomp's Tire Service, ...	1-201 · 2000 Accounts ...		225.77	X		271,859.45
03/12/2026	3999	Sarah Fellows	1-201 · 2000 Accounts ...		260.99	X		271,598.46
03/12/2026	4000	Terrence O'Hern	1-201 · 2000 Accounts ...		2,084.38	X		269,514.08
03/12/2026	4001	The Village of Chan...	1-201 · 2000 Accounts ...		171.66	X		269,342.42
03/12/2026	4002	TSI, Inc.	1-201 · 2000 Accounts ...	5213905	22,335.48	X		247,006.94
03/12/2026	4003	US Gas	1-201 · 2000 Accounts ...		218.05	X		246,788.89

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4/6/2026 12:30 PM

Register: 2016660 · First Secure - Checking

From 03/12/2026 through 04/06/2026

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
03/12/2026	4004	Verizon Wireless	1-201 · 2000 Accounts ...	VOID: 815922...		X		246,788.89
03/12/2026	4004	Verizon Wireless	1-201 · 2000 Accounts ...	8159220120001	527.63	X		246,261.26
03/12/2026	4005	Village of Romeovill...	1-201 · 2000 Accounts ...		900.00	X		245,361.26
03/12/2026	4006	Wescom	1-201 · 2000 Accounts ...	Inv. 20260405	8,736.76	X		236,624.50
03/12/2026	4007	Whitmore Ace Hard...	1-201 · 2000 Accounts ...		3.58	X		236,620.92
03/12/2026	4008	Will County Fire Chi...	1-201 · 2000 Accounts ...	Inv. 26-005	100.00	X		236,520.92
03/15/2026	507584707	Verizon Wireless	1-201 · 2000 Accounts ...	8159220120001	80.00	X		236,440.92
03/17/2026	349442	Transamerica	11.11 · chief's pen. & d...	VB98198 00001	217.91	X		236,223.01
03/17/2026	95447280	Il. Dept. of Revenue	2100 · Payroll Liabilities	36-3327732	4,792.66	X		231,430.35
03/17/2026	95447281	Channahon FPD Fire...	2100 · Payroll Liabilities	VOID:		X		231,430.35
03/18/2026			401-04 · Contributions ...	Deposit		X	300.00	231,730.35
03/19/2026			-split-	Deposit		X	260.00	231,990.35
03/19/2026	3192026	Cash	1-201 · 2000 Accounts ...		260.00	X		231,730.35
03/19/2026	3192026...	Standard Insurance C...	1-201 · 2000 Accounts ...	00 162517	305.00	X		231,425.35
03/19/2026	4274060...	Blue Cross and Blue ...	1-201 · 2000 Accounts ...	Acct. 000618608	49,534.77	X		181,890.58
03/19/2026		QuickBooks Payroll ...	064-6 · Amb General/ ...	Created by Pay...	73,097.82	X		108,792.76
03/19/2026			Channahon FPD - Gen...	Funds Transfer		X	590,000.00	698,792.76
03/20/2026	4009	Channahon Prof. Fire...	2100 · Payroll Liabilities		1,470.00	X		697,322.76
03/20/2026	4010	MacQueen Emergenc...	1-201 · 2000 Accounts ...		171.92			697,150.84
03/20/2026	4011	Channahon FPD Fire...	2100 · Payroll Liabilities		17,296.70	X		679,854.14
03/20/2026	91661	AFLAC	-split-	HX998	362.14	X		679,492.00
03/20/2026	0349435	Transamerica	-split-	PE61743-0000...	5,492.72	X		673,999.28
03/20/2026	52156414	Department of Treas...	-split-	36-3327732	16,269.78	X		657,729.50
03/20/2026	245864920	Standard Insurance C...	1-201 · 2000 Accounts ...	00 162517	346.91	X		657,382.59
03/20/2026	2278449...	Comcast	1-201 · 2000 Accounts ...		831.64	X		656,550.95
03/20/2026	2278452...	Comcast	1-201 · 2000 Accounts ...		515.96	X		656,034.99
03/20/2026	DD7993	Arnold, Jacquelyn M.	-split-	Direct Deposit		X		656,034.99
03/20/2026	DD7994	Bowles, Matthew	-split-	Direct Deposit		X		656,034.99
03/20/2026	DD7995	Ciarlette, Noah A	-split-	Direct Deposit		X		656,034.99
03/20/2026	DD7996	Dikun, Nathan S	-split-	Direct Deposit		X		656,034.99
03/20/2026	DD7997	Dircks, Brennan C	-split-	Direct Deposit		X		656,034.99
03/20/2026	DD7998	Fals, Shelby L.	-split-	Direct Deposit		X		656,034.99
03/20/2026	DD7999	Fellows, Sarah K	-split-	Direct Deposit		X		656,034.99
03/20/2026	DD8000	Grubisich, Danial P	-split-	Direct Deposit		X		656,034.99
03/20/2026	DD8001	Hammerstein, Jr., Mi...	-split-	Direct Deposit		X		656,034.99
03/20/2026	DD8002	Hardin, Patrick E.	-split-	Direct Deposit		X		656,034.99
03/20/2026	DD8003	Hartman, Jason S	-split-	Direct Deposit		X		656,034.99
03/20/2026	DD8004	Highbough, Andrew S	-split-	Direct Deposit		X		656,034.99
03/20/2026	DD8005	Kazak, Jeffrey M	-split-	Direct Deposit		X		656,034.99
03/20/2026	DD8006	Koranda, Jr., Allen C.	-split-	Direct Deposit		X		656,034.99

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From 03/12/2026 through 04/06/2026

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
03/20/2026	DD8007	McCluskey, William	-split-	Direct Deposit		X		656,034.99
03/20/2026	DD8008	McMillin, Brian D.	-split-	Direct Deposit		X		656,034.99
03/20/2026	DD8009	McMillin, Michael J	-split-	Direct Deposit		X		656,034.99
03/20/2026	DD8010	O'Hern, Terrence M.	-split-	Direct Deposit		X		656,034.99
03/20/2026	DD8011	Owen, Joseph M	-split-	Direct Deposit		X		656,034.99
03/20/2026	DD8012	Petrakis, John	-split-	Direct Deposit		X		656,034.99
03/20/2026	DD8013	Pierce, Dillon J.	-split-	Direct Deposit		X		656,034.99
03/20/2026	DD8014	Randich, Jacob M.	-split-	Direct Deposit		X		656,034.99
03/20/2026	DD8015	Schneider, Scott W.	-split-	Direct Deposit		X		656,034.99
03/20/2026	DD8016	Schumacher, Jessica L	-split-	Direct Deposit		X		656,034.99
03/20/2026	DD8017	Skole, Matthew J.	-split-	Direct Deposit		X		656,034.99
03/20/2026	DD8018	Tobolt, Dale G	-split-	Direct Deposit		X		656,034.99
03/23/2026			bank charge	Service Charge	5.00	X		656,029.99
03/23/2026	3253261...	U.S. Bank	1-201 · 2000 Accounts ...		12,087.77	X		643,942.22
03/24/2026			-split-	Deposit		X	989.71	644,931.93
03/24/2026			401-10 · Reimburseme...	Deposit		X	455.22	645,387.15
03/24/2026	4012	Sarah Fellows	1-201 · 2000 Accounts ...		150.00	X		645,237.15
03/31/2026			401-10 · Reimburseme...	Deposit		X	654.36	645,891.51
03/31/2026			401-09 · Interest \$	Interest		X	63.57	645,955.08
03/31/2026	4013	Network Adjusters, I...	1-201 · 2000 Accounts ...		500.00			645,455.08
03/31/2026	4014	SaltyShift4, LLC	1-201 · 2000 Accounts ...		750.00			644,705.08
04/02/2026		QuickBooks Payroll ...	064-6 · Amb General/ ...	Created by Pay...	71,744.66			572,960.42
04/03/2026	356882	Transamerica	-split-	PE61743-0000...	5,531.40			567,429.02
04/03/2026	356884	Transamerica	11.11 · chief's pen. & d...	VB98198 00001	217.91			567,211.11
04/03/2026	403889	AFLAC	-split-	HX998	834.03			566,377.08
04/03/2026	3166831	Department of Treas...	-split-	36-3327732	15,626.36			550,750.72
04/03/2026	846619888	Il. Dept. of Revenue	2100 · Payroll Liabilities	36-3327732	4,658.51			546,092.21
04/03/2026	DD8019	Arnold, Jacquelyn M.	-split-	Direct Deposit		X		546,092.21
04/03/2026	DD8020	Benson, Kyle D	-split-	Direct Deposit		X		546,092.21
04/03/2026	DD8021	Bowles, Matthew	-split-	Direct Deposit		X		546,092.21
04/03/2026	DD8022	Ciarlette, Noah A	-split-	Direct Deposit		X		546,092.21
04/03/2026	DD8023	Dikun, Nathan S	-split-	Direct Deposit		X		546,092.21
04/03/2026	DD8024	Dircks, Brennan C	-split-	Direct Deposit		X		546,092.21
04/03/2026	DD8025	Fals, Shelby L.	-split-	Direct Deposit		X		546,092.21
04/03/2026	DD8026	Fellows, Sarah K	-split-	Direct Deposit		X		546,092.21
04/03/2026	DD8027	Grubisich, Danial P	-split-	Direct Deposit		X		546,092.21
04/03/2026	DD8028	Hammerstein, Jr., Mi...	-split-	Direct Deposit		X		546,092.21
04/03/2026	DD8029	Hardin, Patrick E.	-split-	Direct Deposit		X		546,092.21
04/03/2026	DD8030	Hartman, Jason S	-split-	Direct Deposit		X		546,092.21
04/03/2026	DD8031	Highbaugh, Andrew S	-split-	Direct Deposit		X		546,092.21

CHANNAHON FIRE PROTECTION DISTRICT

4/6/2026 12:30 PM

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From 03/12/2026 through 04/06/2026

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
04/03/2026	DD8032	Kazak, Jeffrey M	-split-	Direct Deposit		X		546,092.21
04/03/2026	DD8033	Koranda, Jr., Allen C.	-split-	Direct Deposit		X		546,092.21
04/03/2026	DD8034	McMillin, Brian D.	-split-	Direct Deposit		X		546,092.21
04/03/2026	DD8035	McMillin, Michael J	-split-	Direct Deposit		X		546,092.21
04/03/2026	DD8036	O'Hern, Terrence M.	-split-	Direct Deposit		X		546,092.21
04/03/2026	DD8037	Owen, Joseph M	-split-	Direct Deposit		X		546,092.21
04/03/2026	DD8038	Petrakis, John	-split-	Direct Deposit		X		546,092.21
04/03/2026	DD8039	Petro, Benjamin J	-split-	Direct Deposit		X		546,092.21
04/03/2026	DD8040	Pierce, Dillon J.	-split-	Direct Deposit		X		546,092.21
04/03/2026	DD8041	Randich, Jacob M.	-split-	Direct Deposit		X		546,092.21
04/03/2026	DD8042	Schneider, Scott W.	-split-	Direct Deposit		X		546,092.21
04/03/2026	DD8043	Schumacher, Jessica L	-split-	Direct Deposit		X		546,092.21
04/03/2026	DD8044	Skole, Matthew J.	-split-	Direct Deposit		X		546,092.21
04/03/2026	DD8045	Tobolt, Dale G	-split-	Direct Deposit		X		546,092.21



CHANNAHON FIRE PROTECTION DISTRICT

24929 S. CENTER STREET
CHANNAHON IL 60410

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



Fire and Life Safety Educator Monthly Activities March 2026

Trainings/meetings	total students
3/17 Car Seat Technicians Skills Class	
3/18 Meeting at St. Elizabeth	
3/20 Declan receiving his patches we collected	
3/24-3/27 Fire Life Safety Conference in Peoria	
School Visits	
3/2 Galloway 2 nd Grade	108
3/3 & 3/4 & 3/9 Channahon Junior High: CPR for 8 th graders	147
3/13 Galloway 1 st Grade	105
3/16 Galloway Little Learners	45
3/24 UMC Preschool	30
3/25 UMC Preschool	14

Other	
3/5 & 3/19 Matter of Balance class at Park District	8
3/6 CPR class for District 17 Transportation team	11
3/16 CPR renewal	
3/23 BLS renewal	
3/12 Car Seat Install	

FAMILY ▪ TEAMWORK ▪ PRIDE ▪ COMMUNITY ▪ RESPONSIBILITY



CHANNAHON FIRE PROTECTION DISTRICT

24929 S. CENTER STREET
CHANNAHON IL 60410

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Meetings/classes	4/24 National Weather Public Safety Class
Pending Activities	4/6 Babysitting class 4/7 Galloway 1 st grade 4/8 ride to school on engine 4/9, 4/16, 4/23, 4/30 Matter of Balance class at Park District 4/9 CPR renewal 4/10 Galloway Kindergarten 4/13 Galloway 2 nd grade
Other	4/20 & 4/21 UMC Touch a truck 4/27 & 4/28 Park Dist. Touch a Truck

Respectfully Submitted,

Sarah Fellows, Fire Life Safety Educator

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March 2026 Inspections Report

- 3/4
Brycer Meeting. Tier II reports submitted to 1st Due preplans. Knox box key replacements at M&I Steel and Amazon Bluff Rd. Reinspections completed at McDonalds (Passed), BP Gas Station (Passed), State Farm Office (Passed), Wilson Atty at Law (Passed), Casey's (Failed). Visit to the IDOT building on Frontage Rd. due to non-compliance issue found in Brycer.
- 3/6
Occupancy review and 1st due entries and scheduling (Data Entry).
- 3/10
1st Due occupancy entry/scheduling inspections. Completed Annual report for Investigations/Inspections. Phone call with Owen from County Building Dept. regarding procedures and permitting in Will County occupancies. Phone call from Rosati's owner regarding a non-compliant issue, will require follow-up. Email to Channahon Building Dept., Kirk Wilkins regarding a fire watch program to be issued at Amazon while fire protection maintenance is performed.
- 3/12
Notice of fire protection system impairment issued to Amazon (Amoco Rd) while they perform maintenance on their system, specifically their fire protection water tank. Follow up with Keltron report for trouble alarms at loves Truck Stop and the old MRC Global location on Reed St. That is now The Shaggy Dog and trouble alarm was resolved at both locations.
- 3/13
Reinspection conducted at Casey's (Passed). Inspections completed at Auto Science (Passed), Subway (Failed), Channahon Healthcare (Morris Hospital facility) – (Failed), Union Wellness Center (Marathon Health) – (Failed). Follow-up with Rosati's regarding a Brycer compliance issue (Corrected). 1st Due data entry, and follow-up phone calls made.
- 3/18
Inspections performed at Alliance Coaching & counseling (Failed). Edward Jones (Passed). United Methodist Church (Failed). Reinspection completed at Canal Terminal on Youngs Rd. (Passed). Email correspondence and first due inspection scheduling.
- 3/19
Inspections performed by D. Pierce at Mavi Bands (Failed) and Rosati's (Failed).
- 3/27
Follow up emails and phone calls regarding codes and their applicability. Follow up with Keltron report from Wescoom. Knox box keys were updated at the NAPA strip mall for all occupancies. Inspection completed at Eames St. apartments (Passed).
- 3/30
Follow up visits to Bluff Rd. Amazon, Love's Tire Shop, and Pomp's regarding fire alarm status and corrections. Emails to the NAPA strip mall owner regarding inspection needed for the vacant occupancy and acknowledging the replacement of

the Knox Box keys. Response to D&I about Packard and their alarm status. Knox Box research and recommendation to the new owner of the Eames St. Apartments about installing a Knox Box on each building.

- 3/31

Inspection scheduling in 1st Due. FSCI portal access in progress. FSCI and Village approved The Great American Bagel for occupancy. Inspection and code review.



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Deputy Chief Report for April 2026

Vehicles:

- Car 402 New vehicle-mounted flashlight to replace broken one (backordered, no invoice yet).
- Amb. 414 Two replacement grill lights to replace corroded ones. Front end alignment completed.
- Eng. 421 Final invoice for belts for water pump job. Replaced one of the computer control modules. Replaced rear door latch mechanism.
- Tender 417 Replace two front bumper marker lights.

Monthly invoices rec'd: \$1597.68 YTD: \$17,452.31 as of March 31, 2026.

Stations:

Station 1

- Hose tower hoist annual inspection completed 3/30; passed.
- Annual fire alarm inspection completed; passed.
- Zeiter's Septic cleaned out sediment pits and drains for apparatus floor.
- Approved Scotty's Lawn Care treatments for 2026.
- Crowther Roofing repaired outside shop roof leak.
- Integrity tested/inspected/certified all station and apparatus extinguishers.
- Clennon replaced ballast in Sta. 1 exterior entrance light.

Station 2

- 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.
- Integrity tested/inspected/certified all station and apparatus extinguishers.
- Premistar Maintenance contract expansion to include Sta. 2. Asked for amended contract only through end of 2026. (not provided yet)
- Meeting scheduled with lawn company (George's) for April 6.
- Meeting requested with fence company (Alliance) pending.



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Meetings:

- WESCOM Fire Ops Committee meeting 3/4 at Troy Sta. 3.
 - Everbridge Alerting End of Life June 2026, replaced by RAVE (Motorola product).
- Chief Shabbona FF's Assoc. mtg. 3/16. We hosted, provided dinner.
- I attended Surface Water Rescue Operations class 3/17 thru 3/20.
- President Rittof Joliet Chamber Community Leadership Award dinner, 3/23.

Significant Calls:

- Garbage Truck fire – 3/3 Frontage Rd. s/o river.
- Interdivisional Task Force for tornado in Kankakee - 3/10 We are alternates and did not respond.
- Structure fire – 3/15 M/A Gardner. 411, extended operation, gear saturated in oil. Professionally cleaned with costs to be reimbursed.

Total calls for March 2026 - 157 2026 Year to Date – 454 (thru 3/31)

Pending:

- Candidate training is on-going.
- Water Squad 496 Sector Scan Sonar sent back to mfr for warranty service.
- Sta. 2 lawn and fence meetings in April.
- Still investigating Sta. 1 outside sign options.
- Candidates to remove, repaint, and reinstall dept. logo on side of outside shop.

*** End of Report***



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March 31, 2026

To: Board of Trustees

From: John Petrakis, Fire Chief

RE: Monthly Chief Activity Report

The following items summarize my appointments, assignments, and completions for this month:

Administration/Operations

- We marketed the rollout of the Community Connect program four straight weeks. At time of this report, we had a total of 281 subscribe to the platform. The majority of the enrollees are residential.
- The grant applications for staffing, life safety and education, and small equipment are still pending. It is unknown when we hear the status of the grants. No timelines have been shared by the federal government.

Personnel

- The candidates are 2 months away from graduating from fire academy. They continue to demonstrate great effort and academy staff share outstanding reports of their work ethic and teamwork. Another round of praising comments for our group as they performed outstanding during their truck company operations module.
- On the morning of March 16, FF/Medic Shelby Fals was returning from picking up Rigs from his two-week service dog "bootcamp" training. While traveling eastbound on IL RT 113, she entered an area of rapidly changing weather conditions, attempting to keep control of her vehicle upon breaking but consequently rear impacting a vehicle. There were no serious injuries. FF/Medic Fals was seen by an ambulance on scene but refused treatment. She was sent to occupational health for an examination and routine drug screening. Rigs were also evaluated by the veterinarian as he presented with an irritated eye following the accident. Because she was performing district business at the time, she was covered under the district's liability insurance.
- On March 27, FF/Medic Jess Schumacher was carrying EMS supplies down to the north basement and rolled her ankle. She presented with pain in her ankle and was subsequently sent to occupational health for examination. It was later determined that she suffered a broken bone in her left foot. She is not able to work and has an orthopedic appointment to determine a course of treatment. We will also have a better idea of her medical time off after the upcoming appointment.

Miscellaneous

- None

For the Good and Welfare

- Firefighter/Paramedic Andrew Highbaugh was awarded the "Firefighter Excellence Award" on behalf of the Illinois Office of the State Fire Marshal's Office for the water rescue incident in Wilmington on May 12, 2025. He will be presented his commendation on May 26, 2026.

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-
- Our annual "Night at the Station Event" will take place on June 4th at 5:00 PM. Bring friends, family, grandkids, or whoever. It will be a fun evening!

Miscellaneous Events/Activities

- Assisted FF Sarah with CPR instruction and CJHS
- Community Connect with the Shifts
- Fals Accident Investigation
- Annual Report composition with Jacque

Pending

- Administrative operating guide composition
- Transitioning Chief McMillin