



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 13th day of June 2024, the regular meeting of the Board of Trustees of the Channahon Fire Protection District held at fire station #1 was called to order at 9:00 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 Montgomery, Secretary M. Rittof, Treasurer S. Rittof, and Trustee M. McMillin. Chief Petrakis, Deputy Chief Toepper, and Executive Assistant Arnold were in attendance. Trustee M. J. McMillin phoned into the meeting.

Guests: Public Education Officer Wilson, Captain Skole, and Chris Thurlby were in attendance.

MATTER OF THE PUBLIC:

APPROVAL OF THE MINUTES:

Treasurer S. Rittof made a motion to approve the May 9, 2024, regular meeting minutes, seconded by Secretary M. Rittof. A roll call vote: President Montgomery – Yes; Treasurer S. Rittof – Yes; Secretary M. Rittof – Yes; Trustee M. McMillin – Yes; Trustee M. J. McMillin – Absent. Motion carried.

TREASURER REPORT:

The Treasurer's report ending May 2024 along with the disbursement record for May 2024 were presented, showing disbursements by check number, date, payee, and amount. Secretary M. Rittof made a motion to accept the reports as presented, seconded by Treasurer S. Rittof. A roll call vote: President Montgomery – Yes; Treasurer S. Rittof – Yes; Secretary M. Rittof – Yes; Trustee M. McMillin – Yes; Trustee M. J. McMillin - Absent. Motion carried.

The outstanding bills to be paid were presented. The Trustees reviewed the bills. Secretary M. Rittof made a motion to pay the bills as presented, seconded by Treasurer S. Rittof. A roll call vote: President Montgomery – Yes; Treasurer S. Rittof – Yes; Secretary M. Rittof – Yes; Trustee M. McMillin – Yes; Trustee M. J. McMillin - Absent. Motion carried.

MONEY COLLECTED:

\$51,660.07 - Ambulance Billing (\$268,034.97 for 2024); \$480.00 – Fire Recovery; \$4,000.00 – Impact Fee; \$11,691.73 – Interest; \$841.63 – Reimbursement; \$28,937.23 – State of Illinois; \$15,000.00 – Equipment Sale; \$160,627.26 – Will County Treasurer.

COMMUNICATIONS:

OLD BUSINESS:

1. **Station #2 Construction Updates:** Chief Petrakis gave the board an update of the next two weeks activities for station 2. Chief has been in contact with Mike Leonard with the Channahon Park District. Our goal is to turn the station over to the park district on July 8th. There is approximately \$11,000 left in the contingency fund. Secretary M. Rittof would like an exact cost that has been spent on the station. A discussion was held on the landscaping that is going on at the new station.

NEW BUSINESS:

1. Discuss and approve the Annual Audit for year ending December 31, 2023: Tawyna Mack with Mack & Associates joined to the meeting to discuss the annual audit. The district was given a clean opinion on the audit again this year. A discussion was held explaining the audit to the board, with no questions. Executive Assistant Arnold will reach out to Jessika regarding breaking out our funds. Secretary M. Rittof made a motion to accept the annual audit as presented, seconded by Treasurer S. Rittof. A roll call vote: President Montgomery – Yes; Treasurer S. Rittof – Yes; Secretary M. Rittof – Yes; Trustee M. McMillin – Yes; Trustee M. J. McMillin - Absent. Motion carried.
2. Discuss and approve the reorganization of the District Board: A discussion was held, and the new board is as follows: The change in positions will take effect July 2024.
President – Stephen Rittof
Treasurer – Michael McMillin
Secretary – Michael Rittof
Trustee – Donald Montgomery
Trustee – Michael J McMillin
Secretary M. Rittof made a motion to approve the reorganization of the District Board, seconded by Trustee M. McMillin. A roll call vote: President Montgomery – Yes; Treasurer S. Rittof – Yes; Secretary M. Rittof – Yes; Trustee M. McMillin – Yes; Trustee M. J. McMillin - Absent. Motion carried.
3. Discuss and approve the renewal of Vector Solutions - \$7,145.00: Treasurer S. Rittof made a motion to approve the renewal of Vector Solutions, seconded by Secretary M. Rittof. A roll call vote: President Montgomery – Yes; Treasurer S. Rittof – Yes; Secretary M. Rittof – Yes; Trustee M. McMillin – Yes; Trustee M. J. McMillin - Absent. Motion carried.
4. Discuss and approve the purchase of a gear washer for Station #2 – Alliance Laundry Systems - \$9,553.00: Secretary M. Rittof made a motion to approve the purchase of a gear washer for Station #2, seconded by Trustee M. McMillin. A roll call vote: President Montgomery – Yes; Treasurer S. Rittof – Yes; Secretary M. Rittof – Yes; Trustee M. McMillin – Yes; Trustee M. J. McMillin - Absent. Motion carried.
5. Discuss and approve the purchase of a water softener for Station #2: Joliet Water - \$5,665.00. Secretary M. Rittof made a motion to approve the purchase of a water softener, seconded by Trustee M. McMillin. A roll call vote: President Montgomery – Yes; Treasurer S. Rittof – Yes;

Secretary M. Rittof – Yes; Trustee M. McMillin – Yes; Trustee M. J. McMillin - Absent. Motion carried.

6. Discuss and authorize a salary adjustment for Dan Mazziotta, Fire Inspector (year anniversary); A discussion was held regarding a salary adjustment for the fire inspector. The board would like everyone to be on a January 1 cycle. Secretary M. Rittof made a motion to increase Fire Inspector Mazziotta's salary by 3 ½% from his May anniversary. He will receive his next raise in January of 2026, seconded by Trustee M. McMillin. A roll call vote: President Montgomery – Yes; Treasurer S. Rittof – Yes; Secretary M. Rittof – Yes; Trustee M. McMillin – Yes; Trustee M. J. McMillin - Absent. Motion carried.
7. Discuss and authorize the Fire chief to dissolve the Life Safety Educator employment partnership agreement pending discussion with the Minooka Fire Protection District: approve the hiring of a Community Risk Reduction Officer: Chief Petrakis explained that Chief Yancey feels this is a good time to dissolve the partnership for the Life Safety Educator. By doing so now Cindy Wilson would have time to work with the individuals that will be replacing her. She feels it will take until January to have the new person ready to take over all the programs that she presents throughout the community. Secretary M. Rittof made a motion to dissolve the partnership no later than December 31, 2024, and authorizes Chief Petrakis to begin the process to accept applications for a new hire, full-time 65,000 to 75,000 per year. The Chief should bring the board a candidate to the July meeting, seconded by Trustee M. McMillin. A roll call vote: President Montgomery – Yes; Treasurer S. Rittof – Yes; Secretary M. Rittof – Yes; Trustee M. McMillin – Yes; Trustee M. J. McMillin - Absent. Motion carried.

Chief Petrakis introduced Chris Thurlby to the board, he is a candidate for the position of Life Safety Educator. Chris gave the board an overview of his background and why he is interested in the position.

8. Hold discussion on Station #2 ribbon cutting/open house (date, venue, trinkets, order of events, etc.): A discussion was regarding the event. Secretary M. Rittof would like to have the district contact the Chamber of Commerce to see if they will help arrange the event. Chief Petrakis would like to hold it after the 4th of July but before the Three Rivers Festival. We will work on getting information for dates and times. Tabled to July.

WESCOM: None

LEGAL UPDATE: None.

FIRE PREVENTION AND INSPECTION MONTHLY REPORT: Attached

DEPUTY CHIEF REPORT AND VEHICLE/BUILDING MAINTENANCE: (report attached)

- 412 is out for repair.
- Finishing the boat and the squad with Camz
- Baker Plumbing has been working on some issues in the firehouse.
- The electric line outside of old station #2 has been repaired.

- Pension meeting – should be getting the packets for the next hearing.
- Working on new station recommends
- The fire on McKinley Woods Road – Detached garage was fully involved when we arrived.
- 416 is pending – will be putting it on the auction site.

CHIEF REPORT: (report attached)

- Tuesday went to the County Board meeting to protest the proposed solar farm. Land Use said no but it is still going to the County Board for a vote.
- A discussion was held on the taxing body rebate.
- A discussion was held on the money still outstanding for the warehouses being built.
- Liebermann has applied for unemployment.

Secretary M. Rittof asked how much notice DC Toepper will be giving when he retires. He will give the Chief plenty of time to find a replacement once he decides on a retirement date.

There being no further or other business to come before the meeting, upon motion duly made by Secretary M. Rittof, seconded by Trustee M. McMillin, unanimously approved, the meeting adjourned at 10:35 a.m.

Respectfully Submitted
Jacque Arnold
Executive Fire Support Manager

CHANNAHON FIRE PROTECTION DISTRICT

6/7/2024 12:53 PM

Register: 2016660 · First Secure - Checking

From 05/09/2024 through 06/13/2024

Sorted by: Date, Type, Number/Ref

| Date | Number | Payee | Account | Memo | Payment | C | Deposit | Balance |
|------------|--------|---------------------------|---------------------------|-------------------|------------|---|---------|--------------|
| 05/09/2024 | | Staples 2022 | 1-201 · 2000 Accounts ... | QuickBooks ge... | | X | | 1,000,320.62 |
| 05/09/2024 | 2813 | A Beep | 1-201 · 2000 Accounts ... | 0003335 | 300.00 | X | | 1,000,020.62 |
| 05/09/2024 | 2814 | Air One Equipment, ... | 1-201 · 2000 Accounts ... | 146 | 165.00 | X | | 999,855.62 |
| 05/09/2024 | 2815 | Allegra Coal City | 1-201 · 2000 Accounts ... | Inv. 131732 | 43.49 | X | | 999,812.13 |
| 05/09/2024 | 2816 | American Heart Asso... | 1-201 · 2000 Accounts ... | | 595.00 | X | | 999,217.13 |
| 05/09/2024 | 2817 | Andres Medical Billi... | 1-201 · 2000 Accounts ... | Inv. 052024CH... | 669.56 | X | | 998,547.57 |
| 05/09/2024 | 2818 | Atlas Refrigeration, I... | 1-201 · 2000 Accounts ... | Inv. 30421 | 444.99 | X | | 998,102.58 |
| 05/09/2024 | 2819 | Bedford Sales & Out... | 1-201 · 2000 Accounts ... | | 2,174.00 | X | | 995,928.58 |
| 05/09/2024 | 2820 | Blue Sky Blinds | 1-201 · 2000 Accounts ... | | 2,251.00 | X | | 993,677.58 |
| 05/09/2024 | 2821 | Cambridge Sensors ... | 1-201 · 2000 Accounts ... | | 153.65 | X | | 993,523.93 |
| 05/09/2024 | 2822 | CDW Government, I... | 1-201 · 2000 Accounts ... | Inv. QX9002 | 799.56 | X | | 992,724.37 |
| 05/09/2024 | 2823 | CIT Trucks - Joliet | 1-201 · 2000 Accounts ... | | 282.37 | X | | 992,442.00 |
| 05/09/2024 | 2824 | City Wide Mattress | 1-201 · 2000 Accounts ... | | 3,900.00 | X | | 988,542.00 |
| 05/09/2024 | 2825 | Comcast | 1-201 · 2000 Accounts ... | | 451.91 | X | | 988,090.09 |
| 05/09/2024 | 2826 | ComEd | 1-201 · 2000 Accounts ... | Acct. 0569052... | 248.13 | X | | 987,841.96 |
| 05/09/2024 | 2827 | Dive Right in Scuba | 1-201 · 2000 Accounts ... | Inv. 232989 | 33.90 | X | | 987,808.06 |
| 05/09/2024 | 2828 | Dynegy Energy Serv... | 1-201 · 2000 Accounts ... | | 2,763.38 | X | | 985,044.68 |
| 05/09/2024 | 2829 | Estech Sysems, Inc. | 1-201 · 2000 Accounts ... | Inv. 131442 | 228.67 | X | | 984,816.01 |
| 05/09/2024 | 2830 | Feece Oil Co. | 1-201 · 2000 Accounts ... | | 2,171.51 | X | | 982,644.50 |
| 05/09/2024 | 2831 | Fleet Safety Supply | 1-201 · 2000 Accounts ... | Inv. 82798 | 31.92 | X | | 982,612.58 |
| 05/09/2024 | 2832 | Gordon Fleisch Comp... | 1-201 · 2000 Accounts ... | 20RICF20 | 356.57 | X | | 982,256.01 |
| 05/09/2024 | 2833 | Illinois Public Risk F... | 1-201 · 2000 Accounts ... | Inv. 87035 | 13,671.00 | X | | 968,585.01 |
| 05/09/2024 | 2834 | Interstate Battery Sys... | 1-201 · 2000 Accounts ... | | 99.00 | X | | 968,486.01 |
| 05/09/2024 | 2835 | JCM Uniforms, Inc. | 1-201 · 2000 Accounts ... | | 294.50 | X | | 968,191.51 |
| 05/09/2024 | 2836 | Jeff Toepper | 1-201 · 2000 Accounts ... | Cell Phone | 80.00 | X | | 968,111.51 |
| 05/09/2024 | 2837 | Joe Martin & Associ... | 1-201 · 2000 Accounts ... | Inv. 925 | 276.39 | X | | 967,835.12 |
| 05/09/2024 | 2838 | LRS, Inc. | 1-201 · 2000 Accounts ... | | 139.00 | X | | 967,696.12 |
| 05/09/2024 | 2839 | MacQueen Emergenc... | 1-201 · 2000 Accounts ... | | 1,188.63 | X | | 966,507.49 |
| 05/09/2024 | 2840 | Metalmaster/Roofma... | 1-201 · 2000 Accounts ... | Inv. 18446 | 1,390.00 | X | | 965,117.49 |
| 05/09/2024 | 2841 | Minooka Fire Protect... | 1-201 · 2000 Accounts ... | Wilson 1st Qua... | 13,594.37 | X | | 951,523.12 |
| 05/09/2024 | 2842 | Napa Auto Parts of ... | 1-201 · 2000 Accounts ... | | 1,157.78 | X | | 950,365.34 |
| 05/09/2024 | 2843 | NIAFPD | 1-201 · 2000 Accounts ... | Dues - ID #110 | 417.88 | | | 949,947.46 |
| 05/09/2024 | 2844 | Nicor Gas | 1-201 · 2000 Accounts ... | | 1,016.89 | X | | 948,930.57 |
| 05/09/2024 | 2845 | Ottosen Dinolfo Has... | 1-201 · 2000 Accounts ... | Inv. 5597 | 49.00 | X | | 948,881.57 |
| 05/09/2024 | 2846 | PNC Equipment Fina... | 1-201 · 2000 Accounts ... | 98994080-1 | 14,673.34 | X | | 934,208.23 |
| 05/09/2024 | 2847 | PremiStar - North | 1-201 · 2000 Accounts ... | Inv. SI2243280 | 1,887.00 | X | | 932,321.23 |
| 05/09/2024 | 2848 | R. C. Wegman | 1-201 · 2000 Accounts ... | Payment #16 | 217,886.00 | X | | 714,435.23 |
| 05/09/2024 | 2849 | Red Line Fire and Sa... | 1-201 · 2000 Accounts ... | Inv. 1258 | 1,099.15 | X | | 713,336.08 |
| 05/09/2024 | 2850 | Red Wing Shoe Store | 1-201 · 2000 Accounts ... | Inv. 202405020... | 161.99 | X | | 713,174.09 |
| 05/09/2024 | 2851 | Ricoh USA, Inc. | 1-201 · 2000 Accounts ... | Inv. 39243587 | 188.73 | X | | 712,985.36 |

CHANNAHON FIRE PROTECTION DISTRICT

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Register: 2016660 · First Secure - Checking

From 05/09/2024 through 06/13/2024

Sorted by: Date, Type, Number/Ref

| Date | Number | Payee | Account | Memo | Payment | C | Deposit | Balance |
|------------|------------|-------------------------|----------------------------|--------------------|-----------|---|-----------|------------|
| 05/09/2024 | 2852 | Selective Insurance ... | 1-201 · 2000 Accounts ... | Acct #547-143-... | 4,209.00 | X | | 708,776.36 |
| 05/09/2024 | 2853 | The Public Safety St... | 1-201 · 2000 Accounts ... | | 6,039.00 | X | | 702,737.36 |
| 05/09/2024 | 2854 | The Village of Chan... | 1-201 · 2000 Accounts ... | CENT-024929-... | 124.76 | X | | 702,612.60 |
| 05/09/2024 | 2855 | US Gas | 1-201 · 2000 Accounts ... | VOID: | | X | | 702,612.60 |
| 05/09/2024 | 2856 | Verizon Wireless | 1-201 · 2000 Accounts ... | 8159220120001 | 428.33 | X | | 702,184.27 |
| 05/09/2024 | 2857 | Village of Romeovill... | 1-201 · 2000 Accounts ... | | 1,000.00 | X | | 701,184.27 |
| 05/09/2024 | 2858 | Wescom | 1-201 · 2000 Accounts ... | Inv. 20240604 | 8,443.59 | X | | 692,740.68 |
| 05/09/2024 | 2859 | Whitmore Ace Hard... | 1-201 · 2000 Accounts ... | | 152.14 | X | | 692,588.54 |
| 05/09/2024 | 2860 | US Gas | 1-201 · 2000 Accounts ... | | 345.46 | X | | 692,243.08 |
| 05/10/2024 | | | 401-01 · Ambulance Bi... | Deposit | | X | 1,648.60 | 693,891.68 |
| 05/10/2024 | | | 2790 · First Secure Co... | Funds Transfer ... | | X | 11,394.41 | 705,286.09 |
| 05/13/2024 | | | 401-08 · Impact Fee \$ | Deposit | | X | 4,000.00 | 709,286.09 |
| 05/13/2024 | 2861 | U.S. Bank | 1-201 · 2000 Accounts ... | | 20,909.69 | X | | 688,376.40 |
| 05/16/2024 | 475703839 | Verizon Wireless | 1-201 · 2000 Accounts ... | 8159220120001 | 80.00 | X | | 688,296.40 |
| 05/16/2024 | | QuickBooks Payroll ... | 064-6 · Amb General/ ... | Created by Pay... | 63,920.04 | X | | 624,376.36 |
| 05/17/2024 | | | 401-10 · Reimburseme... | Deposit | | X | 428.99 | 624,805.35 |
| 05/17/2024 | 8854 | Transamerica | -split- | PE61743-0000... | 4,407.20 | X | | 620,398.15 |
| 05/17/2024 | 840502 | AFLAC | -split- | HX998 | 625.26 | X | | 619,772.89 |
| 05/17/2024 | 72912432 | Department of Treas... | -split- | 36-3327732 | 13,840.88 | X | | 605,932.01 |
| 05/17/2024 | 1670448... | Il. Dept. of Revenue | 2100 · Payroll Liabilities | 36-3327732 | 4,133.84 | X | | 601,798.17 |
| 05/17/2024 | DD6669 | Arnold, Jacquelyn M. | -split- | Direct Deposit | | X | | 601,798.17 |
| 05/17/2024 | DD6670 | Blanton, David M | -split- | Direct Deposit | | X | | 601,798.17 |
| 05/17/2024 | DD6671 | Bowles, Matthew | -split- | Direct Deposit | | X | | 601,798.17 |
| 05/17/2024 | DD6672 | Ciarlette, Noah A | -split- | Direct Deposit | | X | | 601,798.17 |
| 05/17/2024 | DD6673 | Dikun, Nathan S | -split- | Direct Deposit | | X | | 601,798.17 |
| 05/17/2024 | DD6674 | Dircks, Brennan C | -split- | Direct Deposit | | X | | 601,798.17 |
| 05/17/2024 | DD6675 | Fals, Shelby L. | -split- | Direct Deposit | | X | | 601,798.17 |
| 05/17/2024 | DD6676 | Grubisich, Danial P | -split- | Direct Deposit | | X | | 601,798.17 |
| 05/17/2024 | DD6677 | Hammerstein, Jr., Mi... | -split- | Direct Deposit | | X | | 601,798.17 |
| 05/17/2024 | DD6678 | Hartman, Jason S | -split- | Direct Deposit | | X | | 601,798.17 |
| 05/17/2024 | DD6679 | Highbaugh, Andrew S | -split- | Direct Deposit | | X | | 601,798.17 |
| 05/17/2024 | DD6680 | Kazak, Jeffrey M | -split- | Direct Deposit | | X | | 601,798.17 |
| 05/17/2024 | DD6681 | Koranda, Jr., Allen C. | -split- | Direct Deposit | | X | | 601,798.17 |
| 05/17/2024 | DD6682 | Mazziotta, Daniel J | -split- | Direct Deposit | | X | | 601,798.17 |
| 05/17/2024 | DD6683 | McMillin, Brian D. | -split- | Direct Deposit | | X | | 601,798.17 |
| 05/17/2024 | DD6684 | O'Hern, Terrence M. | -split- | Direct Deposit | | X | | 601,798.17 |
| 05/17/2024 | DD6685 | Petrakis, John | -split- | Direct Deposit | | X | | 601,798.17 |
| 05/17/2024 | DD6686 | Pierce, Dillon J. | -split- | Direct Deposit | | X | | 601,798.17 |
| 05/17/2024 | DD6687 | Randich, Jacob M. | -split- | Direct Deposit | | X | | 601,798.17 |
| 05/17/2024 | DD6688 | Rigoni, Bruce A | -split- | Direct Deposit | | X | | 601,798.17 |

CHANNAHON FIRE PROTECTION DISTRICT

6/7/2024 12:53 PM

Register: 2016660 · First Secure - Checking

From 05/09/2024 through 06/13/2024

Sorted by: Date, Type, Number/Ref

| Date | Number | Payee | Account | Memo | Payment | C | Deposit | Balance |
|------------|-----------|-------------------------|----------------------------|-------------------|-----------|---|------------|------------|
| 05/17/2024 | DD6689 | Schneider, Scott W. | -split- | Direct Deposit | | X | | 601,798.17 |
| 05/17/2024 | DD6690 | Schumacher, Jessica L | -split- | Direct Deposit | | X | | 601,798.17 |
| 05/17/2024 | DD6691 | Skole, Matthew J. | -split- | Direct Deposit | | X | | 601,798.17 |
| 05/17/2024 | DD6692 | Tobolt, Dale G | -split- | Direct Deposit | | X | | 601,798.17 |
| 05/17/2024 | DD6693 | Toepper, Jeffrey S. | -split- | Direct Deposit | | X | | 601,798.17 |
| 05/17/2024 | DD6694 | Caldwell, Casey J | -split- | Direct Deposit | | X | | 601,798.17 |
| 05/23/2024 | | | 401-14 · Will County ... | Deposit | | X | 157,082.76 | 758,880.93 |
| 05/29/2024 | 305677 | Blue Cross and Blue ... | 1-201 · 2000 Accounts ... | Acct. 000618608 | 43,117.35 | X | | 715,763.58 |
| 05/29/2024 | 305678 | Comcast | 1-201 · 2000 Accounts ... | | 292.78 | X | | 715,470.80 |
| 05/29/2024 | 305679 | Principal Group Insu... | 1-201 · 2000 Accounts ... | Account 10743... | 399.18 | X | | 715,071.62 |
| 05/29/2024 | 305680 | Standard Insurance C... | 1-201 · 2000 Accounts ... | 00 162517 | 317.20 | X | | 714,754.42 |
| 05/29/2024 | 66600529 | Wex Bank | 1-201 · 2000 Accounts ... | | 65.22 | X | | 714,689.20 |
| 05/30/2024 | | QuickBooks Payroll ... | 064-6 · Amb General/ ... | Created by Pay... | 71,180.32 | X | | 643,508.88 |
| 05/31/2024 | | | 401-09 · Interest \$ | Interest | | X | 79.36 | 643,588.24 |
| 05/31/2024 | 2863 | Channahon Prof. Fire... | 2100 · Payroll Liabilities | | 2,205.00 | | | 641,383.24 |
| 05/31/2024 | 2864 | Channahon FPD Fire... | 2100 · Payroll Liabilities | | 23,934.43 | | | 617,448.81 |
| 05/31/2024 | 11671 | Transamerica | -split- | PE61743-0000... | 4,552.43 | X | | 612,896.38 |
| 05/31/2024 | 616468 | IMRF | -split- | 07256 | 3,963.40 | | | 608,932.98 |
| 05/31/2024 | 25092263 | Department of Treas... | -split- | 36-3327732 | 15,484.72 | X | | 593,448.26 |
| 05/31/2024 | 42529279 | Jeff Toepper | 1-201 · 2000 Accounts ... | VOID: Cell Ph... | | X | | 593,448.26 |
| 05/31/2024 | 172021040 | Il. Dept. of Revenue | 2100 · Payroll Liabilities | 36-3327732 | 4,593.18 | X | | 588,855.08 |
| 05/31/2024 | DD6695 | Arnold, Jacquelyn M. | -split- | Direct Deposit | | X | | 588,855.08 |
| 05/31/2024 | DD6696 | Benson, Kyle D | -split- | Direct Deposit | | X | | 588,855.08 |
| 05/31/2024 | DD6697 | Blanton, David M | -split- | Direct Deposit | | X | | 588,855.08 |
| 05/31/2024 | DD6698 | Bowles, Matthew | -split- | Direct Deposit | | X | | 588,855.08 |
| 05/31/2024 | DD6699 | Ciarlette, Noah A | -split- | Direct Deposit | | X | | 588,855.08 |
| 05/31/2024 | DD6700 | Dikun, Nathan S | -split- | Direct Deposit | | X | | 588,855.08 |
| 05/31/2024 | DD6701 | Dircks, Brennan C | -split- | Direct Deposit | | X | | 588,855.08 |
| 05/31/2024 | DD6702 | Fals, Shelby L. | -split- | Direct Deposit | | X | | 588,855.08 |
| 05/31/2024 | DD6703 | Grubisich, Danial P | -split- | Direct Deposit | | X | | 588,855.08 |
| 05/31/2024 | DD6704 | Hammerstein, Jr., Mi... | -split- | Direct Deposit | | X | | 588,855.08 |
| 05/31/2024 | DD6705 | Hartman, Jason S | -split- | Direct Deposit | | X | | 588,855.08 |
| 05/31/2024 | DD6706 | Highbaugh, Andrew S | -split- | Direct Deposit | | X | | 588,855.08 |
| 05/31/2024 | DD6707 | Kazak, Jeffrey M | -split- | Direct Deposit | | X | | 588,855.08 |
| 05/31/2024 | DD6708 | Koranda, Jr., Allen C. | -split- | Direct Deposit | | X | | 588,855.08 |
| 05/31/2024 | DD6709 | Mazziotta, Daniel J | -split- | Direct Deposit | | X | | 588,855.08 |
| 05/31/2024 | DD6710 | McCluskey, William | -split- | Direct Deposit | | X | | 588,855.08 |
| 05/31/2024 | DD6711 | McMillin, Brian D. | -split- | Direct Deposit | | X | | 588,855.08 |
| 05/31/2024 | DD6712 | O'Hern, Terrence M. | -split- | Direct Deposit | | X | | 588,855.08 |
| 05/31/2024 | DD6713 | Petrakis, John | -split- | Direct Deposit | | X | | 588,855.08 |

CHANNAHON FIRE PROTECTION DISTRICT

6/7/2024 12:53 PM

Register: 2016660 · First Secure - Checking

From 05/09/2024 through 06/13/2024

Sorted by: Date, Type, Number/Ref

| <u>Date</u> | <u>Number</u> | <u>Payee</u> | <u>Account</u> | <u>Memo</u> | <u>Payment</u> | <u>C</u> | <u>Deposit</u> | <u>Balance</u> |
|-------------|---------------|-----------------------|---------------------------|----------------|----------------|----------|----------------|----------------|
| 05/31/2024 | DD6714 | Petro, Benjamin J | -split- | Direct Deposit | | X | | 588,855.08 |
| 05/31/2024 | DD6715 | Pierce, Dillon J. | -split- | Direct Deposit | | X | | 588,855.08 |
| 05/31/2024 | DD6716 | Randich, Jacob M. | -split- | Direct Deposit | | X | | 588,855.08 |
| 05/31/2024 | DD6717 | Rigoni, Bruce A | -split- | Direct Deposit | | X | | 588,855.08 |
| 05/31/2024 | DD6718 | Schneider, Scott W. | -split- | Direct Deposit | | X | | 588,855.08 |
| 05/31/2024 | DD6719 | Schumacher, Jessica L | -split- | Direct Deposit | | X | | 588,855.08 |
| 05/31/2024 | DD6720 | Skole, Matthew J. | -split- | Direct Deposit | | X | | 588,855.08 |
| 05/31/2024 | DD6721 | Tobolt, Dale G | -split- | Direct Deposit | | X | | 588,855.08 |
| 05/31/2024 | DD6722 | Toepper, Jeffrey S. | -split- | Direct Deposit | | X | | 588,855.08 |
| 06/06/2024 | 1812082... | Comcast | 1-201 · 2000 Accounts ... | | 208.48 | | | 588,646.60 |



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 2024

Vehicles

- ✚ 412 PM, inspection and repairs. Still pending waiting on parts.
 - ✚ Annual pump testing completed. 412 failed with a turbo issue.
 - ✚ 411 PM and inspection. Replaced some leaking pump outlet pressure gauges.
 - ✚ 417 tire repair.
 - ✚ 418 starting issue. New batteries at Auto Science.
 - ✚ 496 shoreline charger for chassis purchased. Ben to install.
 - ✚ 496 to Harmonic to complete graphics.
 - ✚ 496 to Herr Display Vans for punch list. Mirrors, back up camera, back up alarm, hitch adjustment.
 - ✚ 498 antenna for Starcom and vhf radios.
 - ✚ 421 PM, inspection, and repairs.
 - ✚ 414 AC repair.
 - ✚ Maintenance records updates throughout the month as needed.
- ✚ Monthly total = \$ 8,950.42 Year to date = \$ 33,178.00

Stations

- ✚ New appliances delivered to the new Station 2.
- ✚ Baker out to complete flow issues at certain fixtures.
- ✚ Assisted with yard work in the sign area at Station 1.
- ✚ Station 2 power issue. Last one phase into the building. Clennon Electric out to install a new underground service.
- ✚ Daugherty called with sump pump issue in north basement. MPH Mechanical out to follow-up on the repair. Check valves function was verified. Pumps were air locked.
- ✚ Beds and mattresses delivered to the new Station 2.
- ✚ Celtic out to tune up landscape.



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Training/Professional Development

- ✚ Division 15 water and TRT training at the Dresden Locks.
- ✚ Live fire training at Exxon Mobile with Elwood FD.
- ✚ Assist with Leadership Development and Decision Making class.

Meetings

- ✚ Board Meeting.
- ✚ Weekly Staff Meetings.
- ✚ Wescom Working Group meeting on Emergency Evacuation Procedures.
- ✚ Construction meetings at 2 including several site visits.
- ✚ Pension meeting.
- ✚ Will County Fire Chiefs meeting.
- ✚ On-site meeting with Amysty for site review and response capabilities.
- ✚ Wescom working group and tech committee meeting.
- ✚ Grundy Chiefs meeting.

Miscellaneous

- ✚ Worked on District 2 recommends. Completed and submitted.
- ✚ Follow-up and PO completed for 10 HP outboard motor for zodiac.
- ✚ Evacuation tone work with Wescom and KanCom.
- ✚ To Morris to pick up new outboard motor.
- ✚ To UPS to return wrong AC condenser for 421.
- ✚ Weekly checks completed on car 402.
- ✚ AirOne Matt in for meter calibration.
- ✚ To Crescent Electric for supplies.
- ✚ To Menards for supplies for the new Station 2 to mount security cameras.
- ✚ Installed security cameras at the new station 2.
- ✚ Put water rescue assets in Check It.
- ✚ Put new appliances in Check It.
- ✚ Vacation to Bowling Green, KY. (went out second round).



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Significant Calls

- ✚ Smoke in the house on San Carlos.
- ✚ To Morris for structure fire. Small out building.
- ✚ Garage fire on McKinley Woods Road.

- ✚ Total calls for April = 131

Pending

- ✚ Boat 498 radio, lighting, and sonar installation completion.
- ✚ Water Squad 496 lighting, radios, and equipment installation.
- ✚ Unication Pager install for Station 1. (Coordinating with the new 2 installation).
- ✚ Sale of 416.
- ✚ Ambulance re-chassis underway. At the paint shop.
- ✚ 412 pump test.
- ✚ Move into New Station 2.

*** End of Report ***

\Channahon FPD\Station #1\Engines

2004 Pierce Quantum

2004 Pirece Quantum

Unit #: ENG-2 Serial #: 4PCT02HG4A003791
 Tag #: N/A JOB #: 14987
 Mileage 78,418

| Date | Mileage | Notes | Vendor | Total Cost |
|-----------|---------|---|----------------------------|------------|
| 5/15/2024 | 78,418 | Annual Pump testing. Test failed as there was a turbo issue. EVT was called and notified. Engine removed from service pending the repair. | Quad County Fire Equipment | \$306.25 |

| Maintenance Performed | Cost |
|-----------------------|-----------------|
| Pump Test | \$275.00 |
| Total: | \$275.00 |

| | | | | |
|-----------|---|--|--|----------|
| 5/31/2024 | 0 | PM, Inspectoipn, and repairs. Still pending waiting on some parts as of 5/31/24. PM Service and Inpsetion. Oil, Fuel, Chassis lube. New tires. Fan clutch drive repair. Replaced pump discharge pressure guage.Replaced turbo sensor. | | \$360.90 |
|-----------|---|--|--|----------|

| Maintenance Performed | Cost |
|-----------------------|-----------------|
| Fan Clutch Repair | \$360.90 |
| Total: | \$360.90 |

Total: \$0.01 \$667.15

2021 Pierce Enforcer

2021 Pierce Enforcer

Unit #: ENG-4 Serial #: 4P1BAAFF4MA023991
 Tag #: Job #: 36337
 Mileage 16,309

| Date | Mileage | Notes | Vendor | Total Cost |
|----------|---------|--|--------|------------|
| 5/9/2024 | 15,694 | PM, Inspection, and repairs. Replaced XX pump discharge pressure guages. | | \$784.31 |

| Maintenance Performed | Cost |
|-----------------------------|-----------------|
| PM, Inspection, and Repairs | \$784.31 |
| Total: | \$784.31 |

| | | | | |
|-----------|--------|--|----------------------------|----------|
| 5/15/2024 | 16,309 | Annual Pump test completed. Test was passed. | Quad County Fire Equipment | \$306.25 |
|-----------|--------|--|----------------------------|----------|

| Maintenance Performed | Cost |
|-----------------------|-----------------|
| Pump Test | \$275.00 |
| Total: | \$275.00 |

Total: \$1.77 \$1,090.56

\Channahon FPD\Station #1\Tender

417 2014 Kenworth T800

2014 Kenworth T800

Unit #: TEND-1 (417) Serial #: 1NKDL40XXFJ426471
 Tag #: JOB #: UST5612
 Mileage 12,137

| Date | Mileage | Notes | Vendor | Total Cost |
|----------|---------|---|-------------|------------|
| 5/4/2024 | 12,137 | Shift found passenger side rear tandum outside tire flat. Pumps | Pomp's Tire | \$0.00 |

called for the repair.
Repair completed.

| <i>Maintenance Performed</i> | | Cost |
|------------------------------|--|---------------|
| Flat tire | | \$0.00 |
| Total: | | \$0.00 |

| | | | | |
|-----------|--------|-----------------------------------|----------------------------|----------|
| 5/15/2024 | 12,137 | Annual Pump test. Test passed. | Quad County Fire Equipment | \$581.25 |
|-----------|--------|-----------------------------------|----------------------------|----------|

| <i>Maintenance Performed</i> | | Cost |
|------------------------------|--|-----------------|
| Pump Test | | \$275.00 |
| Total: | | \$275.00 |

| | | |
|---------------|-----------------|-----------------|
| Total: | \$581.25 | \$581.25 |
|---------------|-----------------|-----------------|

\Channahon FPD\Station #1\Utility

| | | | | |
|----------------------------------|---------|------------|-----------|-------------------|
| 418 2001 Ford F-250 | Unit #: | UT-2 (418) | Serial #: | 3FTSW31F31MA34265 |
| 2001 Ford F-250 Super Cab 4x4 XL | Tag #: | | | |
| | Mileage | 13,021 | | |

| Date | Mileage | Notes | Vendor | Total Cost |
|-----------|---------|---|--------------|------------|
| 5/17/2024 | 11,651 | Vehicle was starting all the time. Hod to charge the batteries. Went to Auto Science. Both batteries were replaced and the vehicle was put back in service. | Auto Science | \$486.62 |

| <i>Maintenance Performed</i> | | Cost |
|------------------------------|--|-----------------|
| Batteries | | \$467.90 |
| Total: | | \$467.90 |

| | | |
|---------------|-----------------|-----------------|
| Total: | \$486.62 | \$486.62 |
|---------------|-----------------|-----------------|

| | | | | |
|---------------------------------|---------|----------|-----------|--|
| UT-8 496 - 2023 Ford F59 | Unit #: | UT-8 496 | Serial #: | |
| 2023 Ford F59 | Tag #: | | | |
| | | 0 | | |

| Date | Notes | Vendor | Total Cost |
|----------|---|---------------------|------------|
| 5/2/2024 | 0 On-board battery charger for chassis battery. EVT Ben to install. | Fleet Safety Supply | \$189.97 |

| <i>Maintenance Performed</i> | | Cost |
|------------------------------|--|-----------------|
| On-board charger | | \$175.00 |
| Total: | | \$175.00 |

| | | |
|---------------|-----------------|-----------------|
| Total: | \$189.97 | \$189.97 |
|---------------|-----------------|-----------------|

| | | | | |
|--|---------|---------------|-----------|-------------------|
| UT-9 Tri-Toon - 2021 Genesis MBPT22-2 | Unit #: | UT-9 Tri-Toon | Serial #: | 7M7MB2224M1027727 |
| 2021 Genesis MBPT22-2 | Tag #: | | | |
| | | 0 | | |

| Date | Notes | Vendor | Total Cost |
|-----------|---|--------|------------|
| 5/15/2024 | 0 New antennae for Starcom and VHF radios. Camz to install. | A Beep | \$452.36 |

| <i>Maintenance Performed</i> | | Cost |
|------------------------------|--|-----------------|
| New Antenna | | \$452.36 |
| Total: | | \$452.36 |

| | | |
|---------------|-----------------|-----------------|
| Total: | \$452.36 | \$452.36 |
|---------------|-----------------|-----------------|

\Channahon FPD\Station #2\Engines

2012 Pierce Quantum

2012 Pierce Quantum

Unit #: ENG-3 Serial #: 4P1CU01D7CA012705
 Tag #: N/A Job #: 25218
 Mileage 79,660

| Date | Mileage | Notes | Vendor | Total Cost |
|------------------------------|---------|---|----------------------------|-------------------|
| 5/9/2024 | 79,586 | Bi-annual PM and Inspection. Also some repairs. Inspected and greased the chassis. Engine oil and filters, fuel filters, air dryer cartridge replaced. PTO making noise when running. Had to replace. Found external pump bearing gong bad and replaced. Replaced AC evaporator due to it leaking. Checked pump vaccum for upcoming pump test. Tested and all systems normal. Ordered seal kit for potential front sunction valve leaking. Tested okay. Will keep the seal kit for stock. | | \$5,176.26 |
| Maintenance Performed | | | | Cost |
| Valve kit | | | | \$303.18 |
| PM, Inspection, and Repairs | | | | \$4,654.04 |
| Pump bearing kit | | | | \$219.04 |
| Total: | | | | \$5,176.26 |
| 5/15/2024 | 79,660 | Annual Pump Test. Test passed. | Quad County Fire Equipment | \$306.25 |
| Maintenance Performed | | | | Cost |
| Pump Test | | | | \$275.00 |
| Total: | | | | \$275.00 |
| Total: | | | \$74.09 | \$5,482.51 |
| Grand Total: | | | | \$8,950.42 |

History (Cost Summary)

1/1/2024 - 5/31/2024

Innovative Maintenance Systems

\Channahon FPD\Small Tools\Small Tools & Equipment

| Equipment | PM Cost | Repair Cost | Labor Cost | Parts Cost | Total Cost |
|----------------------------|---------------|-----------------|---------------|-----------------|-----------------|
| 411 Chain Saw - Tempest | \$0.00 | \$285.00 | \$0.00 | \$285.00 | \$309.16 |
| Category Subtotal - | \$0.00 | \$285.00 | \$0.00 | \$285.00 | \$309.16 |

\Channahon FPD\Station #1\Ambulance

| Equipment | PM Cost | Repair Cost | Labor Cost | Parts Cost | Total Cost |
|----------------------------|-----------------|---------------|-----------------|----------------|-----------------|
| 2020 FORD 550/Horton | \$522.26 | \$0.00 | \$425.75 | \$96.51 | \$559.65 |
| Category Subtotal - | \$522.26 | \$0.00 | \$425.75 | \$96.51 | \$559.65 |

\Channahon FPD\Station #1\Breathing Air Compressor

| Equipment | PM Cost | Repair Cost | Labor Cost | Parts Cost | Total Cost |
|----------------------------|-----------------|---------------|-----------------|----------------|-----------------|
| Station 1 MAKO | \$175.96 | \$0.00 | \$165.00 | \$10.96 | \$175.96 |
| Category Subtotal - | \$175.96 | \$0.00 | \$165.00 | \$10.96 | \$175.96 |

\Channahon FPD\Station #1\Engines

| Equipment | PM Cost | Repair Cost | Labor Cost | Parts Cost | Total Cost |
|----------------------------|-----------------|-------------------|-------------------|-------------------|-------------------|
| 2004 Pierce Quantum | \$0.00 | \$3,060.34 | \$1,297.50 | \$1,762.84 | \$3,145.34 |
| 2021 Pierce Enforcer | \$275.00 | \$1,427.84 | \$275.00 | \$1,427.84 | \$1,753.71 |
| Category Subtotal - | \$275.00 | \$4,488.18 | \$1,572.50 | \$3,190.68 | \$4,899.05 |

\Channahon FPD\Station #1\Generator

| Equipment | PM Cost | Repair Cost | Labor Cost | Parts Cost | Total Cost |
|----------------------------|-----------------|-------------------|-------------------|-----------------|-------------------|
| Station 1 - Generac | \$721.00 | \$1,197.19 | \$1,788.00 | \$130.19 | \$2,023.19 |
| Category Subtotal - | \$721.00 | \$1,197.19 | \$1,788.00 | \$130.19 | \$2,023.19 |

|Channahon FPD|Station #1|Staff Cars

| Equipment | PM Cost | Repair Cost | Labor Cost | Parts Cost | Total Cost |
|----------------------------|----------------|-------------------|-------------------|-----------------|-------------------|
| 2013 Ford Explorer 448 | \$0.00 | \$163.00 | \$60.00 | \$103.00 | \$163.00 |
| 2023 Ford Explorer 401 | \$28.20 | \$1,990.00 | \$1,990.00 | \$28.20 | \$2,018.20 |
| 2023 Ford Explorer 402 | \$28.20 | \$0.00 | \$0.00 | \$28.20 | \$28.20 |
| Category Subtotal - | \$56.40 | \$2,153.00 | \$2,050.00 | \$159.40 | \$2,209.40 |

|Channahon FPD|Station #1|Tender

| Equipment | PM Cost | Repair Cost | Labor Cost | Parts Cost | Total Cost |
|----------------------------|-----------------|-------------------|-------------------|-------------------|-------------------|
| 417 2014 Kenworth T800 | \$275.00 | \$2,614.64 | \$1,702.50 | \$1,187.14 | \$3,272.92 |
| Category Subtotal - | \$275.00 | \$2,614.64 | \$1,702.50 | \$1,187.14 | \$3,272.92 |

|Channahon FPD|Station #1|Trailers

| Equipment | PM Cost | Repair Cost | Labor Cost | Parts Cost | Total Cost |
|----------------------------|-----------------|---------------|-----------------|----------------|-----------------|
| Kobata Alum Trailer - 2008 | \$261.18 | \$0.00 | \$200.00 | \$61.18 | \$261.18 |
| Category Subtotal - | \$261.18 | \$0.00 | \$200.00 | \$61.18 | \$261.18 |

|Channahon FPD|Station #1|Utility

| Equipment | PM Cost | Repair Cost | Labor Cost | Parts Cost | Total Cost |
|---------------------------------------|-----------------|-------------------|-------------------|-------------------|-------------------|
| 418 2001 Ford F-250 | \$0.00 | \$1,665.72 | \$635.04 | \$1,030.68 | \$1,732.35 |
| 458 2014 Ford F-250 | \$0.00 | \$35.72 | \$0.00 | \$35.72 | \$35.72 |
| 488 Kubota | \$487.10 | \$0.00 | \$435.20 | \$51.90 | \$517.56 |
| UT-8 496 - 2023 Ford F59 | \$0.00 | \$175.00 | \$0.00 | \$175.00 | \$189.97 |
| UT-9 Tri-Toon - 2021 Genesis MBPT22-2 | \$0.00 | \$552.36 | \$100.00 | \$452.36 | \$552.36 |
| Category Subtotal - | \$487.10 | \$2,428.80 | \$1,170.24 | \$1,745.66 | \$3,027.96 |

\Channahon FPD\Station #2\Ambulance

| Equipment | PM Cost | Repair Cost | Labor Cost | Parts Cost | Total Cost |
|----------------------------|-----------------|-----------------|-----------------|-----------------|-------------------|
| 2012 Ford 450/Medtec | \$52.00 | \$31.92 | \$52.00 | \$31.92 | \$83.92 |
| 2016 Ford 550/Horton | \$834.56 | \$563.20 | \$767.25 | \$630.51 | \$1,450.91 |
| Category Subtotal - | \$886.56 | \$595.12 | \$819.25 | \$662.43 | \$1,534.83 |

\Channahon FPD\Station #2\Engines

| Equipment | PM Cost | Repair Cost | Labor Cost | Parts Cost | Total Cost |
|----------------------------|-------------------|--------------------|--------------------|--------------------|--------------------|
| 2012 Pierce Quantum | \$275.00 | \$14,474.34 | \$3,635.00 | \$11,114.34 | \$14,904.70 |
| Category Subtotal - | \$275.00 | \$14,474.34 | \$3,635.00 | \$11,114.34 | \$14,904.70 |
| Grand Totals: | \$3,935.46 | \$28,236.27 | \$13,528.24 | \$18,643.49 | \$33,178.00 |

CHANNAHON FIRE PROTECTION DISTRICT BOARD OF TRUSTEES FIRE CHIEF'S BULLETIN

May 10, 2024

ORGANIZATIONAL

Mike Petrick received the resolution the Board passed on 5/9 opposing the solar farm at McKinley Woods. On behalf of the Village Administration, he passed on his appreciation for the Board's support to contest the solar farm development.

FINANCIALS & BUDGET

During the 5/9 meeting, discussion was held regarding the provisions of the bidding statute. After conversing with legal, I was corrected. The only cases we can contract services with an existing vendor because of a long standing service relationship is architecture, land surveyors, or engineering.

STAFF

Luanne Cantrell was notified of the Board's approval to institute the Community Support Services position. She enthusiastically accepted the offer and is very grateful for the opportunity. We are meeting on Monday, May 13 at 9 AM. We will begin composing a "30/60/90" plan to lead into a 6 & 12 month evaluation to share with the Board.

I also made contact with Christopher Thurlby and proposed the Life Safety Educator position to him. He is very interested in exploring the opportunity. We have committed to meeting the week of May 13 to discuss further. I will share the outcomes of the meeting via email.

VEHICLES

DC Toepper composed the following information regarding the total cost for the ambulance remount:

| | |
|----------------------|---------------------------|
| Total Contract Price | \$239,689 |
| Change Order: | \$11,143.99 |
| Chassis | (\$67,880.00) Paid 2/2024 |
| Balance: | \$193,052.00 |

With the addition of the change order, we are still saving approximately \$120,794 versus purchasing a new or demo unit.

BUILDINGS

DC Toepper shared an update regarding the Station #1 sump pumps in the north basement. The contractor was out on Friday morning and determined the check valves are bad and require replacement. They will be out next week to replace the valves. DC Toepper is looking into getting an approximate to share with the Board.

On the evening of 5/9, the electrical service was interrupted and resulted in odd service issues at Fire Station #2. DC Toepper visited Station 2 and observed the issues that were described by the crews. DC Toepper suspected the service had dropped a phase to the building. Clennon Electric made a service call on Friday morning and after evaluation found a ground fault. The service equipment belongs to us and will require repairs. DC Toepper has arranged a repair with Clennon Electric, Brieser Construction, and Badger Daylighting for the electrical service on Monday morning, 5/13. The repair will include trenching, replacement of the service wiring, new conduit (provide better protection, industry standard), and backfill the trench. The estimated repair cost given to DC Toepper is \$12,865.00.

I have reached out to Mike Leonard at the Park District to inform them of the repair.

With the unanticipated costs of the sump pumps and Station 2 electric service, I am suspending the RFP for the Station #1 for the time being or likely hold off until the 2025 budget year.

COMMUNITY/DISTRICT ISSUES

Verdeco Plastics was issued a stop work order on Thursday afternoon. Will County Building and Zoning accompanied Dan during the visit and issued the order. Dan has coordinated a temporary fire safety plan with the property management and employees. The property owner must remove the product from the warehouse to conduct the necessary upgrades and repairs. He will visit the site weekly to ensure they remain on task and are accountable for the fire safety plan that was discussed and agreed upon.

I met with Dan at the site and met with the property management's legal counsel to discuss the expectations of the temporary life safety plan. Their legal counsel understands the significance of the situation. I have notified our legal counsel as well as a courtesy.

CHANNAHON FIRE PROTECTION DISTRICT BOARD OF TRUSTEES FIRE CHIEF'S BULLETIN

May 17, 2024

ORGANIZATIONAL

I have begun working with DC Toepper and Local 4681 to establish the 2024 Fire Lieutenant Promotional Assessment. We have selected the assessment activities and will be scheduling with the Illinois Fire Chief's Association Assessment Center group. In addition, written examination questions will have to be reviewed and new questions will have to be written to capture new policy, operating guides, and practices since the 2021 process.

FINANCIALS & BUDGET

Mack and Associates has returned the financial audit. It will be presented at the June meeting.

Pension Board has provided the recommended funding amount for the 2025 fiscal year at ~\$385,949.00

STAFF

Luanne and I met on 5/13 to discuss the preliminary steps moving forward and continuing the efforts of establishing the community support services program. We identified tasks and items to continue/start over the next 30 days. She will start her first day on 5/28. The goal for the first week is introducing content of the program to the duty crews and promote open communications with the new role in the organization.

Cindy and I also met with Christopher Thurlby on 5/14 to discuss the potential of transitioning him into the role of Fire and Life Safety Education. We shared the detailed scope of the fire and life safety program mission and its role within the community, administration of the programs, strong attributes of delivery, and areas we feel we can improve. I informed Chris I would like for him to meet the Board and converse about his vision of public education and community relations.

VEHICLES

DC Toepper is managing the following vehicle maintenance/repair items:

Ambulance 414 siren not operational; taken out of service for repair. Minooka FPD provided us with their reserve ambulance while it was being repaired.

Tender 417 check engine light is active; Ben will be out 5/17 to diagnose the condition.

Brush Truck 418 did not start; batteries were replaced at Auto Science and is back in service.

Reserve Engine 412 is out of service for preventive maintenance, turbo repair, and tire replacement

Station 1 riding mower is out of service with a significant leak. Currently being evaluated for repair.

More detailed information will be provided by DC Toepper in future reports.

BUILDINGS

DC Toepper coordinated and completed the repair of the sump pump repairs at Station 1 as well as the dropped phase you were advised of on 5/10.

Station 2 completion is moving along very well. DC Toepper, Bill McCluskey, and Lt, Koranda have spent a considerable amount of time working on interior tasks including security camera mounting, preparation for CAD/alerting, installation of PC work stations, appliance delivery, furniture, and readying the station for move-in.

Pending the weather, Jake is coordinating the final grade and landscaping plan with Allied Landscape and Double G Excavating.

COMMUNITY/DISTRICT ISSUES

Dan continues to monitor the Verdeco Plastics life safety issues following the stop work order issued by Will County and the District. The property owner has submitted for permitting and has been working with Dan on plan review requirements.

PENDING TASKS & ACTIVITIES

Writing Administrative Guide Manual to supplement the processes and practices within administration, budgeting/finance, community services, industry standards, and staff recognition and development.

Transitioning Luanne into her new role and supporting her "30 Day" plan.

Community Support Services program implementation

Working with Cindy on the fire and life safety program transition.

Fire Lieutenant Promotional Process planning, exam refinement, timeline, reading list, and study materials

Preparation for Open House

Board of Trustee Policy Manual Updates

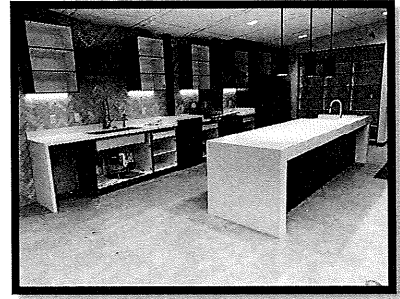
Board of Fire Commissioner Updates

MISCELLANEOUS

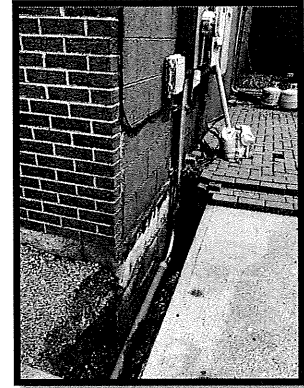
Ambulance Remount Progress



Station 2 Progress



Station 2 Electric Phase Repair



CHANNAHON FIRE PROTECTION DISTRICT BOARD OF TRUSTEES FIRE CHIEF'S BULLETIN

May 25, 2024 (LATE EDITION)

ORGANIZATIONAL

Two staff members received scholarships from the Illinois Fire Chief's Educational and Research Foundation. Lt. Terrence O'Hern and FF/Medic Mike Hammerstein were awarded \$500.00 and \$1,000.00 respectively. Lt. O'Hern received monies towards his pursuance of the Office of the State Fire Marshal Incident Safety Officer certification class. FF/Medic Mike Hammerstein received a scholarship which covers the Office of the State Fire Marshal Basic Company Officer certification class.

Captain Brian McMillin and Lt. Terrence O'Hern have applied for tuition reimbursement as they have expressed intent to pursue bachelor's degrees in Fire Administration through Columbia Southern University. The reimbursement would be expended from the training budget in the Tort and Liability Fund. They must earn a letter grade of a "B" or higher to receive reimbursement according to the collective bargaining agreement. They must pay for tuition up front to register for their sessions. I am sharing this with the Board now as they intend to enroll in the next academic session scheduled to begin in the next few weeks.

Duty crews are cycling through scheduled live fire training and Exxon Mobil. They have been working on fire attack scenarios, search, hose mechanics, ground ladders, hydraulic pump operations, and size up.

FINANCIALS & BUDGET

DC Toepper arranged for a purchase of a new mower for the new Station #2. We had budgeted \$6,000 for a new machine this fiscal year. A new zero turn riding mower was purchased at Tractor Supply in Channahon for \$3,200.00. You will see an invoice in the June bills for the mower. The John Deere we purchased used was found to cost more than to repair it. The current Station 2 riding mower has been brought to Station 1 in place of the John Deere.

STAFF

Luanne began in her role Tuesday morning. The main priority is meeting with each shift Tuesday-Thursday mornings to share the mission of the program and the role of the duty crews within this program. Ironically, she was given a referral right out of the gate on Tuesday morning for in-home care management/senior services.

VEHICLES

DC Toepper is managing the following vehicle maintenance/repair items:

- Reserve Engine 412 is out of service for preventive maintenance, turbo repair, and tire replacement. It is expected to return to reserve in-service status this week.
- Boat 498 was placed in service for the summer season at Big Basin Marina as of 5/22. It is stowed in its slip and ready to go when needed.
- Water Rescue Squad 496 has been lettered at Harmonics Designs and was sent to Herr Display Vans for punch list work. The squad is back and configuration of equipment is still underway. It will be on display as part of the touch a truck at the open house.

More detailed information will be provided by DC Toepper in future reports.

BUILDINGS

Station 2 completion is still moving along very well. DC Toepper and Lt, Koranda continue to invest a considerable amount of time working on interior tasks including security camera mounting, preparation for CAD/alerting, installation of PC work stations, appliance delivery, furniture, and readying the station for move-in. They are preparing for the move in June. According to RC Wegman, we may have occupancy the week of June 10th.

DC Toepper and I have had discussions with Perry and Jake about the seeding and landscape plan at the new fire house. The original plan called for leaving the west and east tips of the property natural. After thinking about it and talking about the simplicity of landscape and lawn maintenance, we asked Perry to seek pricing on seeding the areas that were initially called out as natural in the landscape plan. The proposal was submitted and to complete the seeding, grading, and erosion control would be a +\$18,000 change order. I have requested Perry to compose a change order for you to consider during the June meeting. I have attached details regarding the landscape plan.

RC Wegman submitted contingency adjustments for the the following items:

- Additional runs of CAT6 cable to door controls at exterior entry points
- Anderson Dedication Wall: Changes to wall plaque, addition of corner guards, and wood plank revision
- Corridor ceiling modification: Addition of bulkhead between corridor entrance in hallway near main entrance

Updated contingency balance sheet is attached for your review and knowledge.

COMMUNITY/DISTRICT ISSUES

Dan continues to monitor the Verdeco Plastics life safety issues following the stop work order issued by Will County and the District. They have submitted for plan review with FSCI.

We also received a request to sign off on a permit for potential development at the DuPont property along S. Frontage Road. After consulting with the County, Dan discovered the developer had never applied for proper permits at the county including plan review, grading, tree removal, and other items. The project has been halted and the county land use department is now involved.

I will be speaking with Stephanie Sienkowski, Development Director – Soltage, regarding our resolution opposing the solar farm at the proposed location. I had a conversation with Mike Petrick at the village to ensure they knew the conversation with Soltage was planned and ensure we are on the same page. I will report how the conversation with Stephanie goes.

The village has approved Ravine Woods Phase III residential development. It will add 71 lots for residential development along with space for parks. I have attached details for your knowledge and review.

NOTABLE INCIDENTS & EVENTS

- 5/21 School Bus Accident – Interstate 55 NB at MM 246 (Des Plaines River Bridge); Box Alarm Ambulances Only (12 transports)
- 5/27 Structure Fire – 26819 S McKinley Woods Road; Detached Garage Fire

PENDING TASKS & ACTIVITIES

Writing Administrative Guide Manual to supplement the processes and practices within administration, budgeting/finance, community services, industry standards, and staff recognition and development.

Transitioning Luanne into her new role and supporting her "30 Day" plan.

Community Support Services program implementation

Working with Cindy on the fire and life safety program transition.

Fire Lieutenant Promotional Process planning, exam refinement, timeline, reading list, and study materials

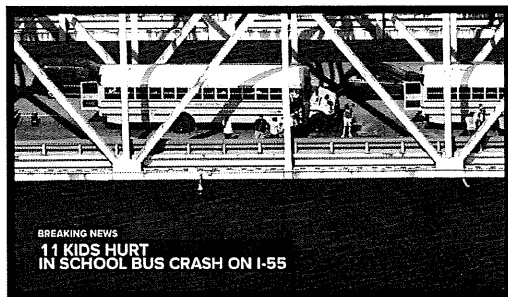
Preparation for Open House

Board of Trustee Policy Manual Updates

Board of Fire Commissioner Updates

MISCELLANEOUS

I 55 NB Bus Accident



S McKinley Woods Road Structure Fire



Exxon Mobil Live Fire Training



CHANNAHON FIRE PROTECTION DISTRICT BOARD OF TRUSTEES FIRE CHIEF'S BULLETIN

May 31, 2024

ORGANIZATIONAL

We hosted our open house on 5/29. Once again, we filled the apparatus bay with lots of local partners and safety affiliates. The touch-a-truck was the best we have had since we changed our venue. In addition, there were activities for the kids to participate including a rope bag water rescue and traditional house fire prop. A huge thank you to all those who attended, the duty crew who prepared the station, and those who provided logistical support in the background.

FINANCIALS & BUDGET

No Report

STAFF

Luanne complete the first week in her new role. The majority of her office hours were invested in the communication with all the duty crews to introduce the program and share the function of the crews in the community services support process. The crews were receptive to having Luanne more present and visible. It fostered discussions about recent calls all the duty crews have responded to and how those individuals could benefit from Luanne's scope. She already handled 2 referrals/requests during her first days. She is working with a local resident to coordinate correct in home care and responded to assist the spouse of a deceased subject.

Luanne and I have established a 30 day plan and are working on the next 30 days.

Dan completed one year of service with the fire district. We did meet and review his first year of working as the fire inspector. While we are both pleased with progress made, we both identified areas that still require attention or improvements. Generally, fire inspections and our life safety efforts in the field are strong with Dan's prescene. Dan is also working on completing his NFPA Plans Examiner Certification through the National Fire Protection Association. He is working within an online certification program and will have to challenge a written examination as well as have completed activities to obtain his certification. The long term goal is to bring fire plan review locally, reduce the third party outsourcing, and improve the coordination between the village and fire district in the planning phase of new or renovated occupancies.

I will ask the Board for a salary adjustment for Dan at the June meeting.

I have requested Chris Thurlby to attend the June meeting and introduce him to the board. I would like to allocate time to allow you to interact with Chris as he remains a strong candidate to replace Cindy.

VEHICLES

DC Toepper is managing the following vehicle maintenance/repair items:

- Water Rescue Squad 496 is still at Harmonic Designs having the rear chevron applied to the back of the vehicle. Upon its return, DC Toepper and Lt. Hartman will begin the task of configuring the interior of the vehicle. It is currently on a waiting list to go to CAMZ for radio installation.

- Squad 416 was viewed by Lockport FPD on 5/29. They have shown interest in the vehicle, particularly the squad body.

More detailed information will be provided by DC Toepper in future reports.

BUILDINGS

No Report

COMMUNITY/DISTRICT ISSUES

I spoke with Stephanie Sienkowski, Development Director – Soltage, regarding our resolution opposing the solar farm at the proposed location. Generally, the conversation went well. I did express our safety concerns but more so the restricted property tax revenue of a solar farm development vs. residential subdivision. She did confirm the fire district will receive property tax revenue with the development calculated at approximately \$2,300 annually. I explained that the amount is nominal compared to what 700-900 residential homes generate in property tax revenues. I expressed our concerns with safety and more so the disappointment of having the opportunity to review the project after it was already vetted through public hearings and planning/zoning approvals. I did express there are various aspects we wish to be a part of as it affects us operationally and impacts fire safety code management. I made it clear that we are not a proponent of this project as it does not align with the property use, it hinders property tax valuation and extensions compared to traditional occupancy revenues, and general safety concerns associated with responding to solar arrays.

If the project does pass at the county, I told her we would work with the development team and provide input to improved response, access, and pre-incident planning. She offered training and education opportunities.

The village provided their annual statement of abatements pertaining to the IDI Gazely and Crossroads 55 developments. Those are attached for your review and general awareness. We are still well below the threshold of the statutory dollar amount the village projected at 5 years of 100% property tax abatements. It is my best guess, each building's return period of 10 years will be met before the \$4M.

NOTABLE INCIDENTS & EVENTS

No Report

PENDING TASKS & ACTIVITIES

Station 2 Occupancy

Writing Administrative Guide Manual to supplement the processes and practices within administration, budgeting/finance, community services, industry standards, and staff recognition and development.

Transitioning Luanne into her new role and supporting her "30 Day" plan.

Community Support Services program implementation

Working with Cindy on the fire and life safety program transition.

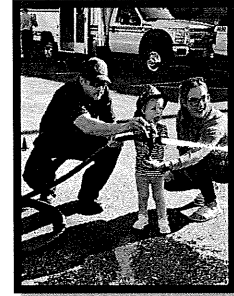
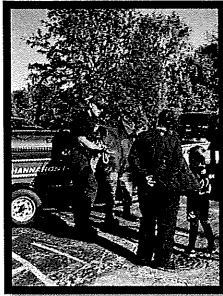
Fire Lieutenant Promotional Process planning, exam refinement, timeline, reading list, and study materials

Board of Trustee Policy Manual Updates

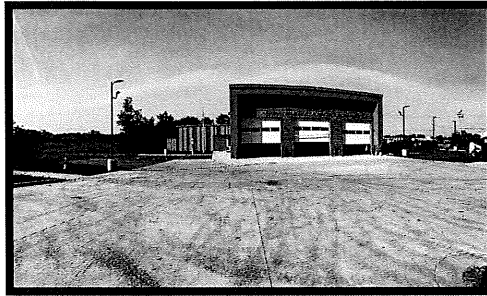
Board of Fire Commissioner Updates

MISCELLANEOUS

Open House



Station 2 Progress



CHANNAHON FIRE PROTECTION DISTRICT BOARD OF TRUSTEES FIRE CHIEF'S BULLETIN

June 7, 2024

ORGANIZATIONAL

The Board of Fire Commissioners and I are working on preparing for the Fire Lieutenant's Promotional Process. The current list will expire on December 7, 2024. There are 4 eligible candidates who meet the criteria to challenge the process: Scott Schneider, Dan Grubisich, Mike Hammerstein, and Brennan Dircks. Applications for the process will be distributed on July 1 and they have 60 calendar days to submit their application to test. Fire Commissioners met on 6/7 to discuss the various components of the promotional process including the written examination, assessment center, Staff Chiefs interview, Fire Commissioners interview, and ascertained merit.

Christopher Thurlby will visit the next board meeting as a "meet and greet". I would like for the board and Chris to interact during the meeting and provide everyone with an opportunity to interact and opportunity to hold conversation about the future of our Life Safety Educator role.

Kurt Liebermann has applied for unemployment. We received notification on 6/6 and must file a response by 6/16. We have reached out to our legal counsel as well as notifying the Illinois Public Risk Fund (IPRF) about his application. They have referred the issue to their legal counsel as well. We are waiting for our legal counsel to respond with direction. I would anticipate I will have an update for you at the meeting.

I have begun writing administrative guides to capture the various practices we have implemented or enacted over time. These are not policies but rather guidance to various internal administrative practices we have created or refined for efficiency and practicality. The purpose of this project is to capture these practices, ensure consistency, and provide necessary direction to those roles each guide will impact. There are currently 6 assigned sections with various subsections assigned to them. The project is ongoing as there is a collection of practices and processes which need to be captured in a document.

FINANCIALS & BUDGET

No Report

STAFF

Luanne is settling into her role and making progress. We are working a monthly report template for her to submit each month. We are working on the 60 day objectives as we move into June. This month she provided a summary of her activities and accomplishments so far.

- Callouts/Referrals – May
 - 1 Full Arrest/Family Support
 - 2 Senior Service Referrals
- Reviewed resource handouts; developed handouts, reference materials that can be distributed during initial contact with a patient and/or family member
- Completed the algorithm with Lt. Koranda
- Composed a basic presentation explaining the CSS model and its intended application within the organization

- Schedule a workgroup meeting for June
- Together with FF Cindy, created a one page flyer for the CFPD Open House on May 29th
- Designed and ordered 250 large magnet clips with CSS program information to give away at Open House.
- The trifold brochure that will be handed out on calls is almost complete. FF Cindy and I are make final adjustments. Once completed, my business card will be attached and they will be put in the rigs for distribution on calls.
- Lt. Koranda and I are making final adjustments to the algorithm that will be handed out to the crews to assist them in categorizing calls and where CSS fits in.
- Chief Petrakis, Lt. Koranda, and I will meet with Kimberly Hartley Chival from Will County 911 on June 12, 2024 to customize a tab on the computer program the crews use to report calls. This will give me the information I need for follow-up without requiring a separate form or report.
- Chief Petrakis and I met with all three crews on May 29, 29, and 30 to introduce them to CSS.
- A meeting of the Mental Health Task Force is scheduled for June 25, 2024 at 9:00 am.
- I had an initial meeting with Katie Diaz-Hughes from Mental Health Matters for a discussion regarding Crisis First Aid training for the crews.
 - Katie will be following up with Lt. Koranda to get oriented to EMS procedure so she can personalize the training for CFPD.
- Met with Matt Arbanas at Will County Senior Services to re-establish a working relationship. I believe partnership with this organization will be very beneficial to our program.
- Community Support Services Motto:
 - *“Connecting to Community with Compassion and Care”*
- Mission Statement (Draft):
 - *“The Channahon Fire Protection District’s Community Support Services Program mission is to embody compassion and caring by connecting residents with local resources to assist in a difficult life crisis and fostering a stronger, more resilient community.”*

I have requested Chris Thurlby to attend the June meeting and introduce him to the board. I would like to allocate time to allow you to interact with Chris as he remains a strong candidate to replace Cindy.

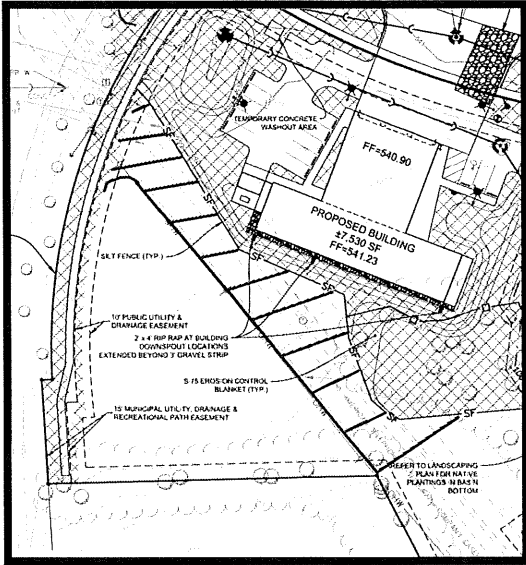
VEHICLES

DC Toepper is managing the following vehicle maintenance/repair items:

- Water Rescue Squad 496 was returned from Harmonic Designs following the application of the rear chevron. We made and adjustment to the labor for the decal application as it took longer to complete. There is purchase order with the amended amount of \$1,200 for the additional labor. DC Toepper and Lt. Hartman will begin the task of configuring the interior of the vehicle. It is currently on a waiting list to go to CAMZ for radio installation.

More detailed information will be provided by DC Toepper in future reports.

BUILDINGS



The new station is tentatively scheduled to begin its round of final inspections during the week of 6/17. Lt. Koranda is coordinating the move from current 2 to the new 2. We are anticipating being operational by July 1. I have informed Mike Leonard of the timeline.

In a previous bulletin, I had shared conversations and pricing regarding an option to revise the seeding plan at the new station 2. After further discussion with DC Toepper and evaluating the site again, we asked RC Wegman to obtain pricing for a less evasive spray and seed plan. After walking the site with Jake and DC Toepper, the image to the left depicts the area to be treated for weeds and then seeded. It will reduce the \$18,000 figure to \$4,500 for the area. Allied Landscaping has already applied a first application of the weed killer as party of the final grading.

DC Toepper opted to use another vendor for the turnout gear washing machine (Extractor). Haiges Machinery was not providing timely follow-up or returning correspondences. DC Toepper has enlisted Alliance Laundry Systems out of Elk Grove to provide the machine, materials, and labor to complete the installation. The specifications of the washer and installation remain the same. The vendor is the only thing changing.

After reviewing the installation criteria for the water softener, we collectively discussed increasing the size of the water softener following a confirmation review. The water softener quoted was not ideal size and could not handle calculated water demand. DC Toepper and I choose to increase the size of the unit to accommodate the necessary specifications.

COMMUNITY/DISTRICT ISSUES

Verdeco has been under close observance of Dan as he monitors the building's improvements to bring the occupancy up to fire code. Dan has been visiting the site weekly to ensure the movement of product continues to open room for the projected building refurbishment as well as working within the stop work order's stipulations.

Dan is working with Amazon ORD 9 (Bluff Road) as he received information from Wescom the alarm and sprinkler system were completely removed from service. Dan has since visited the facility, spoken with their safety manager and ensured they are performing within the fire code, especially the implementation of a 24 hour fire watch.

NOTABLE INCIDENTS & EVENTS

No Report

PENDING TASKS & ACTIVITIES

Station 2 Occupancy

Writing Administrative Guide Manual to supplement the processes and practices within administration, budgeting/finance, community services, industry standards, and staff recognition and development.

Transitioning Luanne into her new role and supporting her "60 Day" plan.

Community Support Services program implementation

Working with Cindy on the fire and life safety program transition.

Fire Lieutenant Promotional Process planning, exam refinement, timeline, reading list, and study materials

Board of Trustee Policy Manual Updates

Board of Fire Commissioner Updates

MISCELLANEOUS

No Report



CHANNAHON FIRE PROTECTION DISTRICT

24929 S. CENTER STREET

CHANNAHON IL 60410

815-467-6767

FAX: 815-467-5081



Fire Prevention and Inspection Monthly Activities May 2024

| Inspection Summary | |
|--|----|
| Total Inspections | 11 |
| Re-Inspections | 8 |
| Violations referred to Village/County Building Code Official | 0 |
| Recorded Violations | |
| Life Safety | 9 |
| Fire Prevention Systems | 7 |
| Electrical | 5 |
| Miscellaneous Conditions | 7 |

| Field Activity | Total |
|--|-------|
| Alarm System Malfunction - Trouble | 7 |
| Alarm System Malfunction - Supervisory | 3 |
| Out of Service - Fire Alarms | 3 |
| Out of Service - Sprinkler Systems | 2 |
| Fire Alarm Certification | 4 |
| Fire Sprinkler Certification | 2 |
| Occupancy Inspection | 6 |
| | |



CHANNAHON FIRE PROTECTION DISTRICT

24929 S. CENTER STREET
CHANNAHON IL 60410

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



| | |
|--------------------------------------|---|
| Village Community Development Report | Monthly safety inspections |
| Meetings/Trainings | Weekly meeting with Village of Channahon Building Inspector Will County Fire Inspectors meeting Plan Review online class (30% completion) Virtual Seminars |
| Pending Activities | Verdeco Plastics fire alarm and sprinkler system OOS Verdeco Plastics fire alarm and sprinkler system project. Bungee/Loaders fire alarm and sprinkler system OOS Bungee/Loaders fire pump project New Penske building Alliance Transportation Services building |

Respectfully Submitted,

Daniel Mazziotta, Fire Inspector