

**ROBERTS PARK FIRE PROTECTION DISTRICT
BOARD OF TRUSTEES MEETING
APRIL 14, 2026
MINUTES**

**CALL TO
ORDER**

The regular meeting of the Roberts Park Fire Protection District Board of Trustees was called to order at 6:00 p.m. by Treasurer Borst at Station #1, 8611 S. Roberts Road, Justice, Illinois, for the purpose of conducting all regular business of the District, proper notice having been given and posted accordingly.

Secretary Stratakos led the reciting of the Pledge of Allegiance.

ROLL CALL

Present:

Secretary Steve Stratakos
Treasurer Dan Borst
Chief Christopher Spoo
Commissioner Tim Dooley
Commissioner Ken Osborne
Commissioner Ron Weszelits

Absent:

President Brian A. Bernardoni – prior notice given
Executive Advisor Jeff Dees – prior notice given

Others Present: On-Duty and Off-Duty FF/PMs, OM Stacey Collaros, Attorney Vlado Vranjes

ACKNOWLEDGEMENT OF GUESTS

None.

PUBLIC COMMENTS

Treasurer Borst opened the floor for public comments at 6:01 p.m.

Don Fontana stated that at the prior meeting the Board of Trustees failed to go back into open session and reconvene before they adjourned. Mr. Fontana stated that the doors were not reopened after the closed session to allow those who waited to reenter the meeting and that was a violation of the Open Meetings Act. Mr. Fontana also stated that a brief summary of what was discussed in closed session should have been made. Secretary Stratakos responded that the reason for the closed session was given by the attorney prior to calling the closed session. Secretary Stratakos asked the attorney to comment and stated that after the open session reconvened, the Board adjourned and there was no other action. Secretary Stratakos also stated that at no point do the details of the closed session need to be discussed once open session is reconvened. Mr. Fontana asked how those in the hallway were to know that the closed session had ended and that the open session had reconvened and adjourned. Secretary Stratakos again stated that the reason to go into closed session were given by the attorney prior to going into the closed session.

CORRESPONDENCE RECEIVED

None.

BOARD APPROVAL

Minutes

Motion to approve the Open Session Minutes of March 10, 2026, was made by Secretary Stratakos and seconded by Treasurer Borst. Roll Call Vote - Ayes: Secretary Stratakos, Treasurer Borst; Nays: None. Motion carried.

Accounts Payable/Treasurer's Reports

Motion to accept the Accounts Payable and Treasurer's Report as presented for the month of March 2026 was made by Secretary Stratakos, seconded by Treasurer Borst. (Accounts Payable March 2026: \$213,573.94; Payroll March 2026: \$253,416.04) Roll Call Vote – Ayes: Secretary Stratakos, Treasurer Borst; Nays: None. Motion carried.

Financial Report – March 31, 2026

Review of the Financial Report by James Howard, Gov Accounting, by video call

An overview of the Financial Report was presented for the 11 months ending March 31st at 91% through the fiscal year. Mr. Howard commented that the Cook County tax distributions are coming into the district and there have been significant deposits this month. Ambulance billing is strong at 93% of budgeted and there should be one more PPRT payment to get us to 100%. We are awaiting additional tax distributions later this month to get us to 100%. Operations and expenses look good for where we are in the year at 88%. GEMT cost which are now billed quarterly, was the significant reason for the budget amendment. We are drawing on reserves.

Chief Spoo commented on the budget review and noted that vehicle maintenance may be an area of concern.

Investment Report – March 31, 2026

Chief Spoo commented on the transfers to the investment account at Charles Schwab through Sawyer Falduto.

An overview of the district's investments for the month ending March 31, 2026 showed that the investments near \$1,000,000 and are now (April) over \$1,000,000. The district will transfer additional funds after the next 2 payrolls and payables. For the first 3 months of 2026, there has been approximately a \$6129 investment gain.

Motion to approve the Financial Report for the month of March 2026, Budget & Investment reports as presented, was made by Treasurer Borst, seconded by Secretary Stratakos. Roll Call Vote – Ayes: Secretary Stratakos, Treasurer Borst; Nays: None.

Motion carried.

REPORTS

Fire Chief's Report:

Fire Chief Spoo presented his report.

Incidents: March 2026

- Total incidents: 395
- 70% EMS
- 58 Invalid Assists
- 18 MVA's in District
- Aid Given/Received: 29/19
- I294: 8 Responses
- Lyons Township: 212 Responses
 - 50 in the Trace
 - 24 in Sterling Estates
 - 2 in Ashbury Woods
- Palos Township: 136 Responses
- Forest Preserve: 11 Responses

Personnel:

- The Battalion Chief list is ready to be ratified by the board.
- FF Bikulcius is back from injury and cleared for full duty.

- FF Herrera and FF Dvorak are currently injured.
- Still working our way through the hiring list to fill the open position.

Finances:

- Started budget prep and we will have a draft for the next meeting with a target of June for the Ordinance and approval.
- Significant tax money was received from Cook County.
- We met with the insurance broker regarding the renewals and will review during New Business. There are significant increases in Workers Compensation.
- We renewed our annual agreement with Kroeschell for HVAC services.
- We had someone come out and discuss the copier rental/lease.

Grants:

- No word regarding AFG grants.
- Applied for a Firehouse Subs grant.
- Applying for IDPH grant and a fire prevention grant through the burn camp.

Operations:

- Tower 305 has returned to service
- Thank you to the vehicle maintenance staff for all their hard work
- Light wagon was deployed to Aroma Park following a tornado

Training:

- Members completed 788 hours of training in March
- Four members attended a fire investigation conference
- Crews participated in live burns in Bedford Park
- Crews attended a ventilation presentation by FDNY D/C George Healy. The cost was covered by Division 21
- Lt. Janchenko attended a hazmat decontamination presentation and is looking into a new decontamination option for MABAS Division 21

Community Risk Reduction:

- FF Scanlon attended the public education conference in Peoria.
- Members attended the Hills Chamber of Commerce expo and a safety talk at Sunset Lakes.

Fire Prevention:

- Heard back from Mayor Howley today and he is reviewing the proposed changes to our inspection agreement.

SWAT:

- Visited Fort McCoy in preparation for our yearly weeklong training.

MISC:

- FF Scanlon and FF Flood are working on squaring away our uniforms and looking for cost saving alternatives to our current uniforms as well as ensuring issued uniforms are returned promptly by departing employees. They have recouped over \$1000 worth on uniforms.

Commissioners:

Commissioner Osborne stated that they had a special meeting on March 24th, 2026 to tabulate the results of the Battalion Chief testing. They have 1 candidate moving forward and ask the Board of Trustees to ratify the Final Register of Eligibility in New Business. They also have their regular meeting scheduled for later this evening.

Attorney:

No Report.

POLICY REVIEW

Chief Spoo went over the notes from Executive Advisor Dees and stated that 18 additional policies were updated this month. He also stated that Chapter 2 of the existing Board of Trustees manual is the basis for the Board of Trustees. The remainder is department policies that somehow were grouped into the Board manual. Chief Spoo stated that Executive Advisor Dees is proposing that the department will have its own manual, the Commissioners will have their own, and the Board of Trustees will have their own. Given that recommendation, the Board of Trustees will have to update and ensure that their manual is reviewed by counsel.

Chief Spoo also stated that he and Executive Advisor Dees are in agreement that they may end the agreement with Lexipol to host our policy manuals and potentially save \$7500. The policies can be posted to the website, digital copies can be given to personnel on flash drives, and monitoring and review by counsel can be done on an annual or bi-annual basis.

UNFINISHED BUSINESS

None.

NEW BUSINESS

- A. Ratification of the Final Register of Eligibility for Promotion to Battalion Chief. The Board of Commissioners presented the list to the Board of Trustees.
A motion to approve the Final Register of Eligibility for Promotion to Battalion Chief was made by Secretary Stratakos and seconded by Treasurer Borst. Roll Call Vote - Ayes: Secretary Stratakos, Treasurer Borst; Nays: None.
Motion carried.
- B. A motion to approve the Reappointment of Don Fontana to the Roberts Park Fire Protection District Firefighters' Pension Fund Board of Trustees was made by Treasurer Borst and seconded by Secretary Stratakos. Roll Call Vote - Ayes: Secretary Stratakos, Treasurer Borst; Nays: None.
Motion carried.
- C. A motion to approve the Resolution for Associate Membership to the West Central Municipal Conferences was made by Secretary Stratakos and seconded by Treasurer Borst. Roll Call Vote - Ayes: Secretary Stratakos, Treasurer Borst; Nays: None.
Motion carried.
- D. The annual Insurance Renewal Proposal was presented by Chief Spoo. There are significant premium increases on the renewal of \$92,124. The increase is mostly due to the 27% increase on the Workers' Compensation insurance. The other options included a high deductible on the Workers' Compensation policy which would be \$50,000 per claim. The Board accepted the recommendation.

COMMITTEE OF THE WHOLE

None.

PUBLIC COMMENTS

None.

GOOD OF THE ORDER

None.

CLOSED SESSION

None.

ADJOURNMENT

Motion to adjourn the meeting at 6:27 p.m. was made by Secretary Stratakos and seconded by Treasurer Borst.

Roll Call Vote - Ayes: Secretary Stratakos, Treasurer Borst; Nays: None.

Motion carried.

Open Session Minutes prepared by Stacey Collaros, Office Manager

Approved May 12, 2026