JOINT ADMINISTRATIVE COUNCIL

MEETING MINUTES

September 1, 2026

The regular meeting of the MABAS 4 & 5 SRT JAC was called to order at the Greater Round Lake Fire Protection District Station 1 by Chairman Spraker at 09:00.

Roll Call: Spraker, Formica, Holtz, Kreher, and Klicker. Also present: Ops Chief Buschick, Chief Administrative Officer Steingart and several team leaders.

Introductions of Guests: None

Public Comment: There was no public comment.

Chairman's Report: No report.

Presentations: There were no presentations.

Secretary/Treasurer's Report: Chief Formica presented the minutes for the August 4, 2026, meeting for approval. Chief Holtz made a motion to approve the August minutes. Seconded by Chief Kreher; all ayes, motion carried.

Treasurer's Report: Because the meeting was held on the first day of the month the Treasurer's Report was not available for review. The report will be presented at the October meeting.

Bills for Payment: Chief Formica presented the August bills for payment. Chief Klicker made a motion to approve the bills for payment. Seconded by Chief Kreher roll call vote was all aye, motion carried.

Chief Administrative Officer's Report:

- The Chief Administrative Officer's report is attached and part of the minutes.

Operations Chief's Reports:

- Chief Buschick stated that there was no report for the month.

Team Leaders/Coordinators:

Strategic Planning:

- No report

Old Business:

- CAO Steingart reported that a committee is currently working on updating the Inter-divisional Box Cards.

New Business:

- CAO Steingart recommended Nolan Ahlgrim from the Libertyville Fire Department as TRT Training Coordinator and Jake Smmith from the Countryside Fire Protection District as TRT Assistant Training Coordinator.
    - Chief Kreher to make the recommended appointments. Second by Chief Holtz. All ayes; motion carried.
- With the addition of the new TRT vehicle, a roll-off container has been declared surplus. CAO Steingart gave notice to membership that the unit was available and that interested departments should submit their name that would be chosen from a hat at the September meeting. The Newport Fire Department was chosen as the recipient, and CAO Steingart would arrange for the delivery.
- CAO Steingart reported that the team leaders are working on purchasing the final budgeted items.

Closed Session: There was no closed session.

Adjournment: Chief Kreher made a motion to adjourn the meeting at 9:18. Seconded by Chief Klicker; all aye, meeting adjourned.