

CHATHAM FIRE PROTECTION DISTRICT

BOARD OF TRUSTEE MINUTES

July 9, 2013

- Meeting was called to order at 1744 hours.
- Present were: Trustee Mueller, Trustee Perkins, Chief Schumer, Assistant Chief Osborne, Division Chief Rose, Firefighter/EMT Jacobs and Administrative Assistant Kashima R. Rhone

➤ Absent Trustee Hughes

- Minutes of the June 25, 2013 District Meeting were presented for approval. Motion to approve by Trustee Mueller and seconded by Trustee Perkins; motion passed.

Hughes Absent Mueller yes Perkins yes

- Motion to accept bills as read was made by Trustee Perkins and was seconded by Trustee Mueller; motion passed.

Hughes absent Mueller yes Perkins yes

- Trustee Perkins and Mueller accepted treasurer's report.

UCB-Money Market Account	\$ 14,429.92
UCB Explorer Post 1928	\$ 776.00
Bank & Trust M/M	\$ 902,216.80
Bank & Trust Pension	\$ 138,573.81
Bank & Trust Equipment Reserve Fund	\$ 61,165.69
Bank & Trust Real Estate Fund	\$ 202,112.16
Bank & Trust Death Benefit Supplement	\$ 10,548.04
Bank & Trust Foreign Fire Insurance Board	\$ 25,760.41
Bank & Trust Donations & Memorial Fund	\$ 2,064.60

○ **PUBLIC COMMENTS AND CONCERNS:**

❖ No public comment.

○ **OLD BUSINESS:**

❖ No old business.

○ **NEW BUSINESS:**

- ❖ Tentative Budget and Appropriations were discussed. No action taken.
- ❖ Employment contract for DC William Rose, June 1, 2013 through May 31, 2016 were discussed. Trustee Perkins made a motion to accept the DC William Rose's signed contract from Jun 1, 2013 through May 21, 2016 and was seconded by Trustee Mueller; motion passed.

Hughes absent Mueller yes Perkins yes

- ❖ Employment contract for AC Bruce Osborne, June 1, 2013 through May 31, 2016 were discussed. Trustee Perkins made a motion to accept the AC Bruce Osborne's signed contract from Jun 1, 2013 through May 21, 2016 and was seconded by Trustee Mueller; motion passed.

Hughes absent Mueller yes Perkins yes

- ❖ Employment contract for FC Philip Schumer, June 1, 2013 through May 31, 2016 were discussed. Trustee Perkins made a motion to accept the FC Philip Schumer's signed contract from Jun 1, 2013 through May 21, 2016 and was seconded by Trustee Mueller; motion passed.

Hughes absent Mueller yes Perkins yes

- ❖ Annual Statement of Receipts and Disbursements reviewed and discussed. No action taken.

○ **BOARD OF FIRE COMMISSIONERS:**

- ❖ Nothing to report.

○ **PENSION BOARD:**

- ❖ Did not meet July 2, 2013. Did not have a quorum. The next scheduled meeting will be held July 22, 2013 at 1300 hours.

○ **FOREIGN FIRE INSURANCE BOARD:**

- ❖ Discussed the purchase of new safety house and discussed scheduling a time to go view a safety house similar to what we are wanting to purchase.

○ **CHIEF SCHUMER**

- ❖ Trustee's accepted the Chief's semi-monthly report.

The following items were discussed:

- Command 1 has new tires and oil changed. Handset in rear remains inoperative. We will get it repaired in conjunction with other radio repairs.
- Engine 1 is in service and has new batteries.
- Blood drive will be on going through Labor Day. Next drive at station is August 14, 2013 from 1400 to 1800 hours.
- Fill the boot is September 14, 2013 at 0800 hours.

- Open house is October 5, 2013.
- Safety house replacement is ongoing work towards replacement.
- We may have to order more gear for new members.
- Working on a project with Bill Capella (former SFD member) regarding a module for placing pre-plans on our MDC's.
- Looking at other alternatives for bill collection – LifeQuest.
- Have scheduled for the ice machine to be repaired.
- Lazy boy was out and repaired furniture.
- Working on new performance evaluation forms.
- Discussed the FFII class for new hires and conducting that class on Sundays.

○ **ASST. CHIEF OSBORNE**

- ❖ Trustee's accepted the Assistant Chief's semi-monthly report.

The following items were discussed:

- ❖ Grants: 2012 FP&S – nothing to report
2013 IPRF – Beatty Televisual will start work soon.
2013 KDO grant – received award
2013 IDPH grant – nothing to report.
- 3F-27 went to Truck Center's last week for air-conditioner repairs and front-end steering issues. It is back in service.
- Engine-2 went to Banner Fire on Monday, June 17, 2013 to have them look at the pump engagement, electronic throttle, and pump testing. Picked it up and brought it back to the firehouse. Found electrical issues with it and Banner Fire came up and worked on it at the firehouse. Had to be taken back to Banner Fire on July 8, 2013 for repairs. It is out of service.
- 3F29 went to Truck Centers on Monday, June 24, 2013. It was serviced, air governor relief valve issue and intermittent wiper issue was also being looked at. It is back in service.
- Engine-3 anti-freeze odor issue maybe faulty heater hose. Banner Fire is dealing with E-ONE about this problem, should know more soon. Hopefully it will be covered under warranty. This has been a problem since day one.
- Equipment is being ordered for the Training Room by Beatty Televisual. As soon as it arrives, they will begin work.

○ **CLOSED SESSION:**

- ❖ Motion to go into Closed Session at 2011 hours to discuss Employment/Appointment matters in accordance with (5ILCS 120/2(C)(1) was made by Trustee Mueller and was seconded by Trustee Perkins; motion passed.

Hughes absent Mueller yes Perkins yes

- ❖ In attendance were: Trustee Mueller, Trustee Perkins, Chief Schumer Assistant Chief Osborne and Administrative Assistant Kashima Rhone.
- ❖ Closed session started at 2012 hours.
- ❖ Closed session ended at 2020 hours.
- ❖ Motion to return to Open Session at 2023 hours was made by Trustee Mueller and was seconded by Trustee Perkins; motion passed.

Hughes absent Mueller yes Perkins yes

- ❖ No action taken from closed session.

- **OPEN SESSION:**

- ❖ Open Session resumed at 2023 hours.
- ❖ In attendance were Trustee Mueller, Chief Schumer, Assistant Chief Osborne and Administrative Assistant Kashima Rhone
- ❖ Motion to adjourn meeting at 2024 hours was made by Trustee Perkins and seconded by Trustee Mueller, motion passed.

Hughes absent Mueller yes Perkins yes

Minutes by Administrative Assistant Kashima Rhone