

CHATHAM FIRE PROTECTION DISTRICT  
BOARD OF TRUSTEE MINUTES  
January 24, 2023

- **CALL TO ORDER**

- ❖ Meeting was called to order at 1733 hours.

- **ROLL CALL**

- ❖ Present were Trustee Perkins, Trustee Mueller, Trustee Bell; Chief Self; Assistant Chief Bolletta; Division Chief Rose; Lt. Bramley; FF/EMTP Rogers, Suhling, Faloon, and Office Manger Kashima Stotts

- ❖ Absent:

- **APPROVAL OF PREVIOUS MINUTES**

- ❖ Open session minutes of January 10, 2023, District Meetings were presented for approval. Motion to approve the minutes was made by Trustee Mueller and seconded by Trustee Bell; motion passed.

Perkins	yes	Mueller	yes	Bell	yes
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- ❖ Closed session minutes of January 10, 2023, District Meetings were presented for approval. Motion to approve the minutes was made by Trustee Mueller and seconded by Trustee Perkins; motion passed.

Perkins	yes	Mueller	yes	Bell	yes
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- **TREASURERS REPORT**

- ❖ Trustee Perkins and Trustee Mueller accepted treasurer’s report.

	<u>01/10/2023</u>	<u>01/24/2023</u>
United Community Bank M/M	\$ 67,772.46	\$ 118,508.29
Bank & Trust M/M	\$ 2,070,257.80	\$ 1,898,369.45
Bank & Trust Pension	\$ 34,445.10	\$ 38,705.73
Bank & Trust Equipment Reserve Fund	\$ 541,370.84	\$ 541,416.82
Bank & Trust Real Estate Fund	\$ 351,478.46	\$ 351,508.31
Bank of Springfield CD Investment	\$ 531,460.56	\$ 531,460.56
Bank & Trust Death Benefit Supplement	\$ 19,756.68	\$ 19,758.36
Bank & Trust Foreign Fire Insurance Board	\$ 36,464.76	\$ 36,464.76
Bank & Trust Foreign Fire Insurance Board MM	\$ 80,237.68	\$ 80,237.68
Bank & Trust Donations & Memorial Fund	\$ 597.73	\$ 597.78
Chatham Fire Department Volunteer Account	\$ 8,721.80	\$ 8,721.80

- ❖ Motion was made to pay the bill by Trustee Mueller and seconded by Trustee Bell; motion passed.

Perkins	yes	Mueller	yes	Bell	yes
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- **PUBLIC COMMENTS AND CONCERNS:**

- ❖ No public comment.

- **OLD BUSINESS:**

- ❖ Discussion / approval of approved overtime payroll memorandum for full time personnel was discussed and tabled.
- ❖ Discussion / Review and seek legal advice for the WSEC tower lease agreement under new ownership was discussed no action taken.

- **NEW BUSINESS:**

- ❖ Vendor List was discussed, Trustee Mueller made a motion to add the additions to the vendors list and was seconded by Trustee Bell; motion passed.

Perkins	yes	Mueller	yes	Bell	yes
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- ❖ Discussion / approval to purchase a stretcher for the new ambulance not to exceed \$26,000.00 was discussed, Trustee Mueller made a motion to approve the purchase of a new stretcher not to exceed \$26,000.00 and was seconded by Trustee Bell; motion passed.

Perkins	yes	Mueller	yes	Bell	yes
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- ❖ Discussion / review of all closed session minutes

- ❖ Discussion / approval to pay for the cost of lodging for Milner and Faloon training in March and Faloon and Suhling training in April was discussed, Trustee Perkins and was seconded by Trustee Bell, motion passed.

Perkins	yes	Mueller	yes	Bell	yes
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- ❖ Discussion / approval of contract with Dan Rogers for 2023 AFG Grant Application was discussed, Trustee Mueller made a motion to approve the contract with Dan Rogers for 2023 AFG Grant and was seconded by Trustee Bell; motion passed.

Perkins	yes	Mueller	yes	Bell	yes
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- ❖ Discussion / approval to bring Probationary FF Pinkston and Kerr on as Volunteer Firefighters effective February 1, 2023, was discussed, Trustee Mueller made a motion to approve Pinkston and Kerr as volunteers effective February 1, 2023, and was seconded by Trustee Bell; motion passed.

Perkins	yes	Mueller	yes	Bell	yes
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- ❖ Discussion to renew the subscription with the Chatham Clarion in the amount of \$53.00 was discussed, Trustee Perkins made a motion to renew the subscription with the Clarion and was seconded by Trustee Mueller; motion passed.

Perkins	yes	Mueller	yes	Bell	yes
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- ❖ Discussion to rent or purchase of turn out gear for new probationary CFD members was discussed, Trustee Perkins made a motion to approve the rental or purchase of gear and was seconded by Trustee Mueller; motion passed.

Perkins            yes                            Mueller            yes                            Bell                            yes

- ❖ **BOARD OF FIRE COMMISSIONERS:**

- ❖ Discussion given by Chief Self
  - No quorum rescheduled meeting.

- **PENSION BOARD:**

- ❖ Discussion by Division Chief Rose
  - Meet in February

- **FOREIGN FIRE INSURANCE BOARD:**

- ❖ Discussion given by FF/Paramedic Suhling
  - Held a special meeting for the purchase of treadmill land shields.
  - Meet again in February Purchased grip material for hand tools.

- **CHIEF SELF'S REPORT**

- Land for 2<sup>nd</sup> Firehouse and training facility – New year
- Collection for service Shawna Workman
- Radios
  - Mobile for 3F26
  - 7 extra portables
  - Will add \$2240.00 year to payback.
- Commissioners
  - Tatge – background complete, physical exam 1/9/2023
- Treadmill – ordered.
- Website
  - Change over with Computer Works in process
- Charge for service
  - New ordinance and invoice with current allowable charges from statues for non-residence
- Ambulance mileage increase
- RTF update
- BA Shields
- Whiteboard for conference room
- Repair/replace projector screen
- Kerr/Pinkston probation.
- School Inspector Class (Gerberding time off)
- Hotel rates for IFSI classes
  - March 6-10 \$322.96 & \$314.46
  - April 14-16 No rooms at the inn
  - April 21-23 \$260.83 per person

- **ASSISTANT CHIEF BOLLETTA’S REPORT**
  - Ground Emergency Medical Transportation Program
    - Nothing new to report
  - Medicare Ground Ambulance Data Collection system
    - Nothing new to report
  - Grants
    - Project Breath pet mask grant – nothing new to report
  - Pagers and Radios
    - Nothing new to report
  - Large Flag
    - Nothing new to report was ordered 9/29/2023 still on back order.
  - RTF
    - Next meeting February 2, 2023
  - Radio System
    - Next meeting will be on February 1, 2023
  - Surplus
    - State Surplus is now completely set up.
  
- **DIVISION CHIEF ROSE’S REPORT**
  - 3F29 will be going to Chatham Collision for repair on December 20th.
  - Utility One went to Westown Ford for the recall.
  - I will be changing all the tail/stop/turn/backup lights on Brush 2
  - Some minor lighting issues were handled in house.
  - Testing
    - Mask fit testing has started for outside agencies and we will start our own testing soon. Lt. Bramley has expressed an interest in taking this over from me and I will be educating him.
    - Kari has started AHA training classes and I will be helping her getting all the members trained in CPR as there will be multiple classes.
  
- **CLOSED SESSION**
  - ❖ No closed session during meeting
  
- **ADJOURNMENT**
  - ❖ Motion to adjourn meeting at 1907 hours was made by Trustee Bell and was seconded Trustee Mueller motion passed.

Perkins	yes	Mueller	yes	Bell	yes
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Minutes by Office Manager Kashima Stotts