

CHATHAM FIRE PROTECTION DISTRICT  
BOARD OF TRUSTEE MINUTES  
March 14, 2023

- **CALL TO ORDER**

- ❖ Meeting was called to order at 1735 hours.

- **ROLL CALL**

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

- ❖ Absent: None

- **APPROVAL OF PREVIOUS MINUTES**

- ❖ Open session minutes of February 28, 2023, District Meetings were presented for approval. Motion to approve the minutes was made by Trustee Bell and seconded by Trustee Perkins; motion passed.

Perkins                      yes                      Mueller                      yes                      Bell                      yes

- **TREASURERS REPORT**

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

	02/28/2023	03/14/2023
United Community Bank M/M	\$ 43,629.13	\$ 45,725.09
Bank & Trust M/M	\$ 1,827,595.46	\$ 1,788,309.28
Bank & Trust Pension	\$ 47,198.12	\$ 51,445.79
Bank & Trust Equipment Reserve Fund	\$ 541,462.80	\$ 541,462.80
Bank & Trust Real Estate Fund	\$ 351,538.16	\$ 351,538.16
Bank of Springfield CD Investment	\$ 536,232.26	\$ 539,101.04
Bank & Trust Death Benefit Supplement	\$ 19,760.04	\$ 19,760.04
Bank & Trust Foreign Fire Insurance Board	\$ 36,470.96	\$ 33,143.76
Bank & Trust Foreign Fire Insurance Board MM	\$ 80,251.75	\$ 80,264.06
Bank & Trust Donations & Memorial Fund	\$ 697.83	\$ 1,285.78
Chatham Fire Department Volunteer Account	\$ 3,469.92	\$ 3,315.85

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

Perkins                      yes                      Mueller                      yes                      Bell                      yes

- **PUBLIC COMMENTS AND CONCERNS:**

- ❖ Local 4490 would like to address the Board in closed session.

- ❖ No other public comment.

- **OLD BUSINESS:**

- ❖ Discussion / approval to design and purchase a department challenge coin was discussed, Trustee Mueller made a motion to purchase 300 membership coins and to research coin option for public issue and was seconded by Trustee Bell; motion passed

Perkins            yes                            Mueller            yes                            Bell                            yes

- **NEW BUSINESS:**

- ❖ Vendor List was discussed, no new Vendors at this time.

- ❖ Discussion / Approval to add electronic locks to exterior and interior doors throughout the building was discussed, Trustee Mueller made a motion to approve the adding of exterior and interior door locks and was seconded by Trustee Bell; motion passed.

Perkins            yes                            Mueller            yes                            Bell                            yes

- ❖ Discussion / Approval to purchase new ADA compliant Safety house, no action taken.

- ❖ Discussion / Approval for Division Chief Rose to attend the ESO Training Academy, April 11-14 in Austin Texas in the amount of \$2,365.00 was discussed, Trustee Mueller made a motion to approve the ESO Training for Division Chief Rose and was seconded by Trustee Perkins, motion passed.

Perkins            yes                            Mueller            yes                            Bell                            yes

- ❖ Discussion / Approval of Barracuda Essentials Email Compliance Service, 1 user, 1 year license with LRS was discussed; Trustee Mueller made a motion to approve the Barracuda Essentials Email Compliance for 1 year and was seconded by Trustee Bell; motion passed.

Perkins            yes                            Mueller            yes                            Bell                            yes

- ❖ Discussion / Approval of a resolution approval of approving an agreement with the Public Safety Training Foundation for the use of Public Safety Training Foundation Facilities was discussed, Trustee Mueller made a motion to approve the resolution for Public Safety Training Foundation and was seconded by Trustee Bell; motion passed.

Perkins            yes                            Mueller            yes                            Bell                            yes

- ❖ **BOARD OF FIRE COMMISSIONERS:**

- ❖ Discussion given by Chief Self
  - Will be starting the promotional process.

- **PENSION BOARD:**

- ❖ Discussion by Division Chief Rose
  - Meeting on Friday, March 3, 2023

- **FOREIGN FIRE INSURANCE BOARD:**
  - ❖ Discussion given by FF/Paramedic Suhling
    - Approved to purchase additional refrigerator paying 50 percent cost.
    - Purchased hand lights.
  
- **CHIEF SELF'S REPORT**
  - Tatge starts shift March 15<sup>th</sup>
  - Self and Bolletta participated in the IAFFD and IAFC
  - Purchased Defibrillator pads to replaced expired pads
  - Working on RTF polices and training
  - Website
    - Change over with Computer Works in process.
  - Equipment for new engine
    - OSF small equipment grant
  
- **ASSISTANT CHIEF BOLLETTA'S REPORT**
  - Ground Emergency Medical Transportation Program
    - Nothing new to report
  - Medicare Ground Ambulance Data Collection System
    - Submission period 06/01/2023-10/31/2023
  - Grants
    - Project Breath pet mask grant – received grant on 03/13/2023.
    - AFG – nothing new to report
    - SAFER (closes 3/17/2023)
    - Fire Prevention and Safety Grant (closes 03/31/2023)
      - Safety House
  - Pagers and Radios
    - Pager Purchase
  - Training
    - CM Battery Electric Vehicle First Responder training
    - World Trauma Symposium
    - CPS Certification June 27-28
  - Large Flag
    - Nothing new to report was ordered 9/29/2023 still on back order.
  - RTF
    - More to follow.
  - Radio System
    - Nothing new to report Fleet mapping is pretty much finalized.
  - Surplus
    - Nothing new to report Stackable Chairs picked up.
  
- **DIVISION CHIEF ROSE'S REPORT**
  - Still waiting on availability of parts for recall on Command One
  - 3F29 will go to Chatham Collision for pain warranty work TBA.
  - 3F28 went to Flynn's Diesel for repairs to ball joints and wheel bearings.
  - No word on light bar for Truck 1

- New had lights are in and installed.
- Annual Vehicle cleaning and detailing finished.
- Ladder testing is also ongoing.
- Brush 2 has had no battery issues.
- ESO has finally been able to get out past call records into our data base, the other data is ongoing
- Fire live burn training has been sent out to all fire personnel for the upcoming training at Macon County Emergency Service Training facility in March and September

- **CLOSED SESSION**

- ❖ Motion to go into Closed Session at 1910 hours to discuss Employment / Appointment matters in accordance with (5 ILCS 120/2) (c) (1) was made by Trustee Bell and seconded by Trustee Perkins; motion passed.

Perkins	yes	Mueller	yes	Bell	yes
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- Returned to open session at 1937 hours.

- ❖ Trustee Mueller made a motion to have Chief pass the first candidate on the hiring list and move to the 2<sup>nd</sup> candidate left on the list and was seconded by Trustee Bell; motion passed.

Perkins	yes	Mueller	yes	Bell	yes
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- **ADJOURNMENT**

- ❖ Motion to adjourn meeting at 1939 hours was made by Trustee Mueller and was seconded Trustee Bell motion passed.

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