

CHATHAM FIRE PROTECTION DISTRICT  
BOARD OF TRUSTEE MINUTES  
February 22, 2022

- **CALL TO ORDER**

- ❖ Meeting was called to order at 1734 hours.

- **ROLL CALL**

- ❖ Present were Trustee Perkins, Trustee Bell; Assistant Chief Osborne, Self; Lt, Bolletta, Kissel, FF/EMT Gerberding, Bose, Enstrom, Damhoff and Office Manager Kashima Stotts

- ❖ Absent: Trustee Mueller

- **APPROVAL OF PREVIOUS MINUTES**

- ❖ Open session minutes of February 08, 2022, District Meetings were presented for approval. Motion to approve the minutes was made by Trustee Perkins and seconded by Trustee Bell; motion passed.

Perkins            yes                            Mueller            absent                            Bell                            yes

- **TREASURERS REPORT**

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

	02/08/2022	02/22/2022
United Community Bank M/M	\$ 42,109.11	\$ 17,321.19
Bank & Trust M/M	\$ 1,556,454.69	\$ 1,474,492.28
Bank & Trust Pension	\$ 473,254.54	\$ 473,254.54
Bank & Trust Equipment Reserve Fund	\$ 446,086.06	\$ 446,125.17
Bank & Trust Real Estate Fund	\$ 346,086.20	\$ 346,116.54
Bank of Springfield CD Investment	\$ 524,556.69	\$ 524,908.06
Bank & Trust Death Benefit Supplement	\$ 19,738.62	\$ 19,740.35
Bank & Trust Foreign Fire Insurance Board	\$ 17,949.77	\$ 17,389.78
Bank & Trust Foreign Fire Insurance Board MM	\$ 82,010.82	\$ 80,091.41
Bank & Trust Donations & Memorial Fund	\$ 554.62	\$ 554.67
Chatham Fire Department Volunteer Account	\$ 7,841.17	\$ 10,234.53

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

Perkins            yes                            Mueller            absent                            Bell                            yes

- **PUBLIC COMMENTS AND CONCERNS:**

- ❖ No other public comment

- **OLD BUSINESS:**

- ❖ No old business

- **NEW BUSINESS:**

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

- ❖ Illinois Fire Service Administrative professional (IFAP) annual dues of \$90.00 was discussed; Trustee Bell made a motion to approve the annual dues of \$90.00 and was seconded by Trustee Perkins; motion passed.

Perkins	yes	Mueller	absent	Bell	yes
---------	-----	---------	--------	------	-----

- ❖ Discussion to purchase MTS Power Load with MTS Power Pro High Config stretcher and system for 3F27 at a cost of \$46,307.62 was discussed, Trustee Perkins made a motion to approve the purchase of the power load cot and system and was seconded by Trustee Bell; motion passed.

Perkins	yes	Mueller	absent	Bell	yes
---------	-----	---------	--------	------	-----

- ❖ Discussion to purchase an IV Fluid Warmer for 3F28 at cost of \$430.50 was discussed, Trustee Bell made a motion to purchase two (2) warmers for 3F28 and 3F27 was seconded by Trustee Perkins; motion passed.

Perkins	yes	Mueller	absent	Bell	yes
---------	-----	---------	--------	------	-----

- **BOARD OF FIRE COMMISSIONERS:**

- ❖ Discussion given by Office Manager Kashima Stotts
  - Met last Thursday, nothing to report

- **PENSION BOARD:**

- ❖ Nothing new to report, Damhoff set to be added to the account

- **FOREIGN FIRE INSURANCE BOARD:**

- ❖ Discussion given by FF/EMT Suhling
  - Will look into a special meeting to add an additional Lucas device

- **CHIEF SCHUMER'S REPORT**

- Nothing to report

- **ASST. CHIEF OSBORNE'S REPORT**

- Trustee's accepted the Chief's semi-monthly report.
  - The following items were discussed
    - **GRANTS:**
      - 2022 IPIRF Grant – we are eligible for up to \$5,718.00. We have \$4,115.00 left over from the 2021 IPRF Grant for an accumulated total of \$9,833.00
    - **PROJECTS:**

- 3f29 Power load batteries need replaced under warranty by Stryker
- Utility Truck 1 was serviced, and tire rotated at Check Point
- 3F29 was serviced at Landmark Ford Truck East on 02/08/2022
- 3F28 was involved in an accident in Auburn on 02/09/2022
- Utility Truck 1 is scheduled for body repairs at Chatham Collision
- Engine 2 is scheduled to go to Banner Fire on Monday February 28, 2022
- **Building repairs:**
  - Getting a bid to replace the remaining five (5) apparatus bay heaters
  - Clean-up continues around the firehouse
- **Reports submitted**
  - Nothing to report
- **Other**
  - Toughbook computer(s) need sent to Panasonic to have screens repaired
  - District property is still having issues with the adjacent property owners
  - Went to AT&T and received the 5 cell phone that were approved in September for Chiefs and Ambulance
  - Contacted Peoria Fire Department and received their ordinance in regarding to patient lifting assistance
  - We need to really look hard at updating our report software from Firehouse to ESO
  - We really need to figure out our hiring problems, its not just us having issues it is state/nation wide
  - Behind on Personnel evaluations 7 since last fall. Waiting on the Assistant Chief to start to show him the process
  - Meeting starts with apparatus vendors Wednesday, January 26<sup>th</sup>
- **Education**
  - Signing Assistant Chief Gary Self p for OSFM Public School Inspection call being held remotely on Tuesday, February 22, 2022, from 0800-1230
- **ASST. CHIEF SELF'S REPORT**
  - **New Apparatus Committee**
    - Have met with E-one and Sutphen
    - Spartan due on 02/23/2022
    - Ferrara 03/08/2022
  - **Foreign Fire Insurance Board**
    - FFIB approved seven water-can-straps that were delivered on 02/14/2022
  - **Building Issues**
    - New phone system installed and operational
    - The installation of the new server caused several issues with system related items
      - Companyweb is obsolete and will be eliminated
      - New Microsoft shared calendar will be put in place of it
      - Companyweb document sharing capabilities need addressed

- **StarCom System**
    - As of now, the county will buy all equipment and pay set up fees
    - Each radio will be \$18.00 per month, department pays for radio monthly
    - Tower will be spread thorough out the county, better coverage and transmission quality
    - 18-month timeline for operation readiness from contract signing December 2021
  - **Training Items**
    - Looking into ESO and Vector Solutions for record keeping
    - Vector Solutions is web-based training that keeps records for all training and integrates with OSFM system for continuing education requirements for their certifications
      - Hazardous Materials
      - Fire Officer Certifications
      - Safety Officers
      - Instructor
      - Inspector / Investigator
      - All technical rescue areas
      - FAE / FSVO
  - **Pipeline Training**
    - Chiefs Osborne, Self and Rose attended pipeline safety and response training on 02/10/2022
  - **CLOSED SESSION**
    - No closed session
  - **ADJOURNMENT**
    - ❖ Motion to adjourn meeting at 1817 hours was made by Trustee Bell and was seconded by Trustee Perkins; motion passed.
- Perkins            yes                            Mueller            absent                            Bell                            yes

Minutes by Office Manager Kashima Stotts