

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

- **CALL TO ORDER**

- ❖ Meeting was called to order at 1730 hours.

- **ROLL CALL**

- ❖ Present were Trustee Perkins, Trustee Mueller, Trustee Bell; Assistant Chief Osborne, Self; Lt, Bramley, FF/EMT Bose, Follis, Jacobs, Bone, Vrchota Suhling; Office Manager Kashima Stotts and Administrative Assistant Kari Martin
  - ❖ Absent:

- **APPROVAL OF PREVIOUS MINUTES**

- ❖ Open session minutes of March 08, 2022, 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

- **TREASURERS REPORT**

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

	<u>03/0/2022</u>	<u>03/22/2022</u>
United Community Bank M/M	\$ 21,960.85	\$ 28,106.50
Bank & Trust M/M	\$ 1,406,660.87	\$ 1,364,061.16
Bank & Trust Pension	\$ 90,499.84	\$ 94,880.14
Bank & Trust Equipment Reserve Fund	\$ 446,125.17	\$ 446,159.39
Bank & Trust Real Estate Fund	\$ 346,116.54	\$ 346,143.09
Bank of Springfield CD Investment	\$ 523,870.07	\$ 523,870.07
Bank & Trust Death Benefit Supplement	\$ 19,740.35	\$ 19,741.86
Bank & Trust Foreign Fire Insurance Board	\$ 17,391.14	\$ 15,150.98
Bank & Trust Foreign Fire Insurance Board MM	\$ 80,103.70	\$ 80,103.70
Bank & Trust Donations & Memorial Fund	\$ 554.67	\$ 554.71
Chatham Fire Department Volunteer Account	\$ 10,234.53	\$ 10,234.53

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

Perkins            yes                                  Mueller            yes                                  Bell                                  yes

- **PUBLIC COMMENTS AND CONCERNS:**

- ❖ No public comment

- **OLD BUSINESS:**

- ❖ No old business

- **NEW BUSINESS:**

- ❖ Vendor List was discussed, Trustee Mueller made a motion to add Dan Mickle Supply Company to the vendors list and was seconded by Trustee Perkins; motion passed.

Perkins            yes                            Mueller            yes                            Bell                            yes

- ❖ Appointment of Assistant Chief Self to the position of Acting Chief was discussed, Trustee Perkins made a motion to appoint Assistant Chief Self to Acting Chief effective March 22, 2022 and was seconded by Trustee Mueller; motion passed.

Perkins            yes                            Mueller            yes                            Bell                            yes

- ❖ Youth Firesetter Intervention Class, Madison, Illinois, Lt. Ryan Bramley, May 21<sup>st</sup> and 22<sup>nd</sup>, request for time off 0700-1900 on May 21<sup>st</sup> and tuition cost of \$100.00 for course was discussed. Trustee Perkins made a motion to approve the course for Lt. Bramley with the time off and paid mileage and was seconded by Trustee Bell; motion passed.

Perkins            yes                            Mueller            yes                            Bell                            yes

- ❖ Discussion regarding personnel issues with FF/Paramedic James Gerberding was tabled.

- **BOARD OF FIRE COMMISSIONERS:**

- ❖ Discussion given by Office Manager Kashima Stotts
  - Met March 15, 2022, will updated during closed session

- **PENSION BOARD:**

- ❖ Nothing to report

- **FOREIGN FIRE INSURANCE BOARD:**

- ❖ Discussion given by FF/EMT Suhling
  - Purchased sawzaw for E2
  - Can harness will ship after April 1, 2022

- **CHIEF SCHUMER'S REPORT**

- Nothing to report

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

- Trustees accepted the Chief's semi-monthly report.
  - The following items were discussed
    - **GRANTS:**
      - 2022 IPIRF Grant – have \$9,833.00 in the bank account
    - **PROJECTS:**

- 3F29 Power load batteries needs replaced under warranty
- 3F28 is scheduled for body repair at Chatham Collision
- Utility Truck 1 is scheduled for body repairs at Chatham Collision April 1
- Engine 2 is scheduled to go to Banner Fire for 120v cord reel issues
- Insurance adjuster looked at damages to Engine 3 on March 8<sup>th</sup>
- Command 1 has broke side glass in the topper, passenger side, new one has been ordered.
- **Building repairs:**
  - 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
  - Contacted Peoria Fire Department and received their ordinance in regarding to patient lifting assistance
  - ESO software is in process of being installed
  - Behind on Personnel evaluations seven 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>
  - The Stryker Power Lift system has been ordered and will be delivered to Foster Coach Sales for installation
  - Lucas chest compression system has been ordered from Stryker
- **Education**
  - Nothing to report Assistant Chief Gary Self attended OSFM Public School Inspection class held remotely on Tuesday, February 22, 2022
- **ASST. CHIEF SELF'S REPORT**
  - **Apparatus Working Group**
    - Visited several departments in the metro east
  - **Recent fires**
    - Glenway, on shift, returning off shift and volunteers all worked well and saved a lot of belongings for the homeowner
  - **Fire Investigations**
    - Churchhill and Glenway
      - Both cause an origin investigation conferred with outside agencies
      - Presentation for program included in material
  - **Levy**
    - 2022-23 materials provided
  - **Social Media**

- WICS called 10 mins after a post
- Doing an interview about the lifting of COVID station restrictions all services we offer to the public on March 23, 2022
- **CLOSED SESSION**
  - ❖ Motion to go into Closed Session at 1841 hours to discuss Employment / Appointment matters in accordance with (5 ILCS 120/2) (c) (1) was made by Trustee Mueller and seconded by Trustee Bell; motion passed.

Perkins	yes	Mueller	yes	Bell	yes
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- Returned to open session at 1959 hours

- **ADJOURNMENT**
  - ❖ Motion to adjourn meeting at 2001 hours was made by Trustee Mueller and was seconded by Trustee Bell; motion passed.

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