

CHATHAM FIRE PROTECTION DISTRICT  
 BOARD OF TRUSTEE MINUTES  
 August 09, 2022

- **CALL TO ORDER**

- ❖ Meeting was called to order at 1731 hours.

- **ROLL CALL**

- ❖ Present were Trustee Perkins, Trustee Mueller, Trustee Bell; Chief Self; Assistant Chief Bolletta; Division Chief Rose; Lieutenant Kissel; FF/EMT Gerberding, Damhoff; and Administrative Assistant Kari Martin Leyva

- ❖ Absent:

- **APPROVAL OF PREVIOUS MINUTES**

- ❖ Open session minutes of June 19, 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>07/19/2022</u>	<u>08/09/2022</u>
United Community Bank M/M	\$ 51,759.69	\$ 15,543.91
Bank & Trust M/M	\$ 1,948,750.49	\$ 1,915,440.06
Bank & Trust Pension	\$ 133,944.40	\$ 133,944.40
Bank & Trust Equipment Reserve Fund	\$ 435,809.12	\$ 435,809.12
Bank & Trust Real Estate Fund	\$ 346,332.40	\$ 346,332.40
Bank of Springfield CD Investment	\$ 523,227.71	\$ 523,227.71
Bank & Trust Death Benefit Supplement	\$ 19,748.40	\$ 19,748.40
Bank & Trust Foreign Fire Insurance Board	\$ 5,937.60	\$ 5,938.07
Bank & Trust Foreign Fire Insurance Board MM	\$ 80,157.26	\$ 80,170.00
Bank & Trust Donations & Memorial Fund	\$ 842.72	\$ 842.72
Chatham Fire Department Volunteer Account	\$ 7,581.97	\$ 7,581.97

- ❖ 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:**

- ❖ No public comment

- **OLD BUSINESS:**

- ❖ Discussion / approval to attend the Annual Fire chief’s Association Conference, Peoria, Illinois, October 16-19 for 1 or 2 members, plus lodging at \$150.00 per night was discussed, Trustee Perkins made a motion to approve the Chief Self and Assistant Chief

Bolletta to attend the Annual Fire Chief Association Conference not to exceed \$1,000.00 and was seconded by Trustee Mueller; motion passed.

Perkins            yes                    Mueller            yes                    Bell                    yes

• **NEW BUSINESS:**

❖ Vendor List was discussed, no new vendors to add to the Vendors list at this time.

❖ Purchase of laptop computers for remote working capabilities not to exceed \$1,200.00 was discussed. Trustee Mueller made a motion to approve the purchase of two (2) laptops for remote working capabilities and was seconded by Trustee Bell; motion passed.

Perkins            yes                    Mueller            yes                    Bell                    yes

❖ Discussion and approval of work from home memo for the Fire Chief and Office Manager; Trustee Mueller made a motion to approve the work from home memo to be modified at the Fire Chief discretion and was seconded by Trustee Perkins; motion passed.

Perkins            yes                    Mueller            yes                    Bell                    yes

❖ Purchase of tires for 3F29, from Dugan Tire in the amount of \$2,229.00 was discussed, Trustee Mueller made a motion to approve the purchase of tires from Dugan Oil and was seconded by Trustee Bell; motion passed.

Perkins            yes                    Mueller            yes                    Bell                    yes

❖ Acceptance of the resignation from Firefighter / EMT Brandon Harris was discussed; Trustee Mueller made a motion to accept the resignation of Firefighter /EMT Hartis and was seconded by Trustee Bell; motion passed.

Perkins            yes                    Mueller            yes                    Bell                    yes

❖ Discussion on health insurance, would you like us to get bids from other vendors, board advised to get a committee to take bids on insurance and bring information back to board.

❖ Discussion on resolution for CMS Federal Surplus, Trustee Mueller made a motion to approve the CMS Federal Surplus and was seconded by Trustee Bell; motion passed.

Perkins            yes                    Mueller            yes                    Bell                    yes

❖ Approval to set up ACH account with Alpine Services, to receive direct deposits for COBRA health insurance reimbursements from Retired Assist Chief Osborne were discussed; Trustee Mueller made a motion to approve the set up of ACH account with Alpine Services and was seconded by Trustee Bell; motion passed.

Perkins            yes                    Mueller            yes                    Bell                    yes

- ❖ Discussion to switch from pink polo shirts to pink t-shirts due to supply chain issues with getting polos was discussed; Trustee Perkins made a motion to approve the purchase of short sleeve and long sleeve pink t-shirts to replace the pink polos and was seconded by Trustee Bell; motion passed.

Perkins            yes                    Mueller            yes                    Bell                    yes

- ❖ Approval of benefit time payout for Retired Fire Chief Philip Schumer was discussed, Trustee Mueller made a motion to approve the final paycheck and benefit time payout for Retired Chief Schumer and was seconded by Trustee Bell; motion passed.

Perkins            yes                    Mueller            yes                    Bell                    yes

- **BOARD OF FIRE COMMISSIONERS:**

- ❖ Discussion given by Acting Chief Self
  - Have received 3 applications so far

- **PENSION BOARD:**

- ❖ Discussion by Division Chief Rose
  - Retired Fire Chief Schumer is ready with Pension Retirement

- **FOREIGN FIRE INSURANCE BOARD:**

- ❖ Discussion given by Acting Chief Self
  - Meet August 10, 2022
  - Purchases

- **CHIEF SELF'S REPORT**

- New radio system was discussed, spread sheet sent to Trustees
  - MABAS and Sangamon County Chief's meeting 07/19
- Vehicles
  - All rig radios were checked
  - Engine 1 radio on putting out 30 amps / Alternator
  - Several antennas replaced
- Remote Access
  - Chief has access
- Grants
  - Looking into several
- Budget
  - Disconnect with Sinclair on publishing budget, will adopt on 8/23
- State Fair Parade
  - Truck 1 riders

- **ASSISTANT CHIEF BOLLETTA'S REPORT**

- Volunteer Interviews
  - 4 interviewed

- 2 additional to be interviewed
- Ground Emergency Medical Transportation Program
  - Chief, Kash and I are working on the paperwork
- Medicare Ground Ambulance Data Collection System
  - Nothing new to report
- Grant training
  - What do we want to go for?
- Started the process for Leary Foundation Grant
  - Battery Powered Extrication tools
- Radio System
  - Still ongoing
- Portable Radio's
  - Everyone will need to be reprogramed
- **DIVISION CHIEF ROSE'S REPORT**
  - ESO and Vector programs progressing
  - Vehicles
    - 3F29 has returned from Crossroads Ford
    - 3F28 will be going to Ford on Monday
    - 3F27 has had the fan in the patient compartment ac replaced
    - Truck 1 had a flat tire issue this morning
    - The recall notice for Utility 1 will be addressed this week
  - Pension Board
    - Retired Chief Schumer has all his documentation turned in and he should get his first payment next month
- **CLOSED SESSION**
  - ❖ Motion to go into Closed Session at 1846 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 1933 hours
- **ADJOURNMENT**
  - ❖ Motion to adjourn meeting at 1934 hours was made by Trustee Perkins and was seconded by Trustee Bell; motion passed.
 

Perkins	yes	Mueller	yes	Bell	yes
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