

CHATHAM FIRE PROTECTION DISTRICT
 BOARD OF TRUSTEE MINUTES
 August 23, 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; Lieutenant Jacobs; FF/EMT Baker, Bose, Damhoff, Bone; and Office Manger Kashima Stotts

- ❖ Absent:

- **PUBLIC HEARING – 3- MINUTES**

- ❖ Annual Budget and Appropriation Ordinance, June 1, 2022, though May 31, 2023, was held.

- **APPROVAL OF PREVIOUS MINUTES**

- ❖ Open session minutes of August 09, 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>08/09/2022</u>	<u>08/23/2022</u>
United Community Bank M/M	\$ 15,543.91	\$ 63,379.42
Bank & Trust M/M	\$ 1,915,440.06	\$ 1,821,564.54
Bank & Trust Pension	\$ 133,944.40	\$ 142,536.61
Bank & Trust Equipment Reserve Fund	\$ 435,809.12	\$ 435,848.52
Bank & Trust Real Estate Fund	\$ 346,332.40	\$ 346,363.71
Bank of Springfield CD Investment	\$ 523,227.71	\$ 523,957.46
Bank & Trust Death Benefit Supplement	\$ 19,748.40	\$ 19,750.19
Bank & Trust Foreign Fire Insurance Board	\$ 5,938.07	\$ 3,288.57
Bank & Trust Foreign Fire Insurance Board MM	\$ 80,170.00	\$ 80,170.00
Bank & Trust Donations & Memorial Fund	\$ 842.72	\$ 842.72
Chatham Fire Department Volunteer Account	\$ 7,581.97	\$ 9,747.57

- ❖ 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 Perkins made a motion to add the following new additions Amazon, Flynn Diesel Service and Emerson Printing and was seconded by Trustee Bell; motion passed.

Perkins yes Mueller yes Bell yes

- ❖ Discussion regarding the elimination of Bank and Trust Sales and Resales account 7903 was discussed, Trustee Perkins made a motion to close the account 7903 and was seconded by Trustee Mueller; motion passed.

Perkins yes Mueller yes Bell yes

- ❖ Discussion / approval of bid to replace bay heaters from Element Services \$12,250.00, Henson Robinson \$1,6241.00 and MB Heating and Cooling \$19,980.00 were discussed, Trustee Mueller made a motion to accept and approve the purchase of bay heaters from Element Services in the amount of \$12,250.00 and was seconded by Trustee Bell; motion passed.

Perkins yes Mueller yes Bell yes

- ❖ Discussion on box cards, no action taken

- ❖ Approval to proceed to the next step in the process for the volunteer process was discussed, Trustee Perkins made a motion to for all applicants to proceed to the next step in the process for background check and was seconded by Trustee Mueller; motion passed.

Perkins yes Mueller yes Bell yes

- ❖ Approval to purchase three (3) RIT pack adaptors for a total of \$546.00 was discussed, Trustee Mueller made a motion to purchase the 3 RIT pack adaptor and was seconded by Trustee Perkins; motion passed.

Perkins yes Mueller yes Bell yes

- ❖ Approval of the Annual Budget and Appropriation Ordinance 22-01 was discussed, Trustee Mueller made a motion to approve the Annual Budget and was seconded by Trustee Bell; motion passed.

Perkins yes Mueller yes Bell yes

- ❖ Discussion with the County Board Members regarding County Radio System no action taken.
- **BOARD OF FIRE COMMISSIONERS:**
 - ❖ Discussion given by Acting Chief Self
 - Application ends August 31, 2022
 - Special meeting will be held September 7, 2022
- **PENSION BOARD:**
 - ❖ Discussion by Division Chief Rose
 - Retirement for Schumer has been completed
 - Noting else to report
- **FOREIGN FIRE INSURANCE BOARD:**
 - ❖ Discussion given by Acting Chief Self
 - Nothing to report
- **CHIEF SELF'S REPORT**
 - New radio system was discussed, spread sheet sent to Trustees
 - Officer recommendations
 - Vehicles
 - Truck 1 outrigger had a holding clip missing – fixed in Madison on MABAS cost
 - 3F28 turbo 8/24 & 2F27 front end AC to go to Flynn Diesel for repair
 - E2 at Banner for pump failure – insurance claim
 - Ambulance – new wrote a letter of intent
 - Crew bathroom
 - Discus ideas with trustee on bathroom
 - Remote Access
 - Both have access
 - Virus software for laptops \$70.00 paid as day to day
 - Commissioners
 - Application period ends August 31, 2022
 - Special meeting scheduled for September 7, 2022, for application reviews
 - Emerson Printing
 - Bids on screen printing and business cards
 - LED Sign
 - Not working properly
 - Staff duty list
 - Cardboard boat regatta for Special Olympics
- **ASSISTANT CHIEF BOLLETTA'S REPORT**
 - Ground Emergency Medical Transportation Program
 - Nothing new to report
 - Medicare Ground Ambulance Data Collection System
 - Nothing new to report
 - Grant training
 - What do we want to go for?

- Amazon Business Account
 - Now is setup with invoicing
- Working on getting two addition quotes for heaters in the bay
 - Element Services \$12,250
 - Henson Robinson \$16,241
 - MB Heating and Cooling \$19,980
- Federal Surplus
 - Application in waiting approval
- Open house
 - Planning is ongoing
 - T-Shirts for family and volunteers
- Binder lift
 - Will be doing a free trial
- Surplus Equipment
 - Speaker Mic's
 - Rolling Racks

- **DIVISION CHIEF ROSE'S REPORT**
 - Nothing to report

- **CLOSED SESSION**
 - ❖ Motion to go into Closed Session at 1941 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 1952 hours

- **ADJOURNMENT**
 - ❖ Motion to adjourn meeting at 1953 hours was made by Trustee Mueller and was seconded by Trustee Perkins; motion passed.

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