

CHATHAM FIRE PROTECTION DISTRICT
 BOARD OF TRUSTEE MINUTES
 September 13, 2022

- **CALL TO ORDER**

- ❖ Meeting was called to order at 1730 hours.

- **ROLL CALL**

- ❖ Present were Trustee Perkins, Trustee Mueller, Trustee Bell; Chief Self; Assistant Chief Bolletta; Division Chief Rose: Lieutenant Jacobs; FF/EMT Bose, Damhoff and Office Manger Kashima Stotts

- ❖ Absent:

- **APPROVAL OF PREVIOUS MINUTES**

- ❖ Open session minutes of August 23, 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
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- ❖ Closed Session minutes of July 9, 2022, August 09, 2022, and August 23, 2022, District Meetings were presented for approval. Motion to approve the minutes was made by Trustee Mueller and seconded by Trustee Perkins; motion passed.

Perkins	yes	Mueller	yes	Bell	yes
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- **TREASURERS REPORT**

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

	<u>08/23/2022</u>	<u>08/23/2022</u>
United Community Bank M/M	\$ 63,379.42	\$ 33,138.20
Bank & Trust M/M	\$ 1,821,564.54	\$ 2,636,024.69
Bank & Trust Pension	\$ 142,536.61	\$ 146,769.64
Bank & Trust Equipment Reserve Fund	\$ 435,848.52	\$ 435,848.52
Bank & Trust Real Estate Fund	\$ 346,363.71	\$ 346,363.71
Bank of Springfield CD Investment	\$ 523,957.46	\$ 526,207.95
Bank & Trust Death Benefit Supplement	\$ 19,750.19	\$ 19,750.19
Bank & Trust Foreign Fire Insurance Board	\$ 3,288.57	\$ 3,288.57
Bank & Trust Foreign Fire Insurance Board MM	\$ 80,170.00	\$ 80,184.50
Bank & Trust Donations & Memorial Fund	\$ 842.72	\$ 779.08
Chatham Fire Department Volunteer Account	\$ 9,747.57	\$ 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
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- **PUBLIC COMMENTS AND CONCERNS:**

- ❖ Discussion on a department union shirt with FF/EMT Bose

- **OLD BUSINESS:**

- ❖ No old business

- **NEW BUSINESS:**

- ❖ Vendor List was discussed, Trustee Perkins made a motion to add the following new additions Liberty Life Insurance and was seconded by Trustee Bell; motion passed.

Perkins	yes	Mueller	yes	Bell	yes
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- ❖ Approval to purchase six pagers from GTSi in the amount of \$4,023.00 was discussed, Trustee Mueller made a motion to purchase nine pagers and was seconded by Trustee Perkins; motion passed

Perkins	yes	Mueller	yes	Bell	yes
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- ❖ Approval of Equipment Reserve Fund Transfer, 50% of line-item budgeted funds for a total amount of \$105,359.08 was discussed, Trustee Mueller made a motion to approve the transfer of the budget funds to the Equipment Reserve Fund and was seconded by Trustee Perkins; motion passed.

Perkins	yes	Mueller	yes	Bell	yes
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- ❖ Approval of Real Estate Fund Transfer, 50 % of line-item budgeted funds for a total amount of \$5,000.00 was discussed, Trustee Mueller made a motion to approve the transfer of the budgeted funds and was seconded by Trustee Perkins; motion passed.

Perkins	yes	Mueller	yes	Bell	yes
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- ❖ Approval to add liability payroll item for Life insurance benefits for membership through Liberty National Life Insurance was discussed, Trustee Mueller made a motion to approve the addition of Liberty National and was seconded by Trustee Perkins; motion passed.

Perkins	yes	Mueller	yes	Bell	yes
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- **BOARD OF FIRE COMMISSIONERS:**

- ❖ Discussion given by Acting Chief Self
 - Four applicants applied
 - Three of the four applicants
 - September 17, 2022, was orientation
 - October 1, 2022, is the written exam

- **PENSION BOARD:**

- ❖ Discussion by Division Chief Rose
 - Meet did not have much to discuss
 - Having an issue with Retired members 1099

- **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
 - MDA
 - Worked Main and Walnut
 - Great volunteer turn out along with Kashima and Kari
 - Crew bathroom
 - Discus ideas with trustee on bathroom
 - Commissioners
 - Special meeting held on September 7, 2022, for application review
 - Carpet Clean
 - Carpets are past due for cleaning Steam World will clean on 9/22/2022
 - Radio Room modification
 - Take apt of shelving down from desk to put up pc monitor for shift access
 - Website
 - Previously approved prices will be higher now
 - OSHA 10
 - Need to sign Assist. Chief Bolletta up for it
 - Senior Expo
 - October 28th 0800-1200
 - Registration fee \$125.00

- **ASSISTANT CHIEF BOLLETTA'S REPORT**
 - Ground Emergency Medical Transportation Program
 - Nothing new to report
 - Medicare Ground Ambulance Data Collection System
 - Nothing new to report
 - Grants
 - At a standstill do to ESO
 - Pagers and radios
 - Inventorying what we have tones and programing
 - Heaters installed
 - 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
 - Radio Room project

- Need for another workspace
 - Large flag
 - Current flag is extremely dirty and stained
 - Rolling Racks
 - Soda Machine
- **DIVISION CHIEF ROSE'S REPORT**
 - Vehicles
 - Engine two has been repaired
 - 3F28 Went to Flynn's Diesel Service
 - Brush 2 had a pump no start issue replaced and back in service
 - Utility 2 will be going to Morrow Brothers on the 22nd
 - Truck 1 was repaired while in Madison on deployment
 - Software
 - Vector training software training is progressing along and there will be more training getting out there soon
 - Mask fit tester was calibrated for the year and is in service
- **CLOSED SESSION**
 - ❖ Motion to go into Closed Session at 1903 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 1925 hours

- **ADJOURNMENT**
 - ❖ Motion to adjourn meeting at 2017 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