

CHATHAM FIRE PROTECTION DISTRICT
BOARD OF TRUSTEE MINUTES

June 14, 2022

- **CALL TO ORDER**

- ❖ Meeting was called to order at 1732 hours.

- **ROLL CALL**

- ❖ Present were: Trustee Mueller, Trustee Bell; Assistant Chief Self; Division Chief Rose; Lt, Bolletta and Office Manager Kashima Stotts

- ❖ Absent: Perkins

- **APPROVAL OF PREVIOUS MINUTES**

- ❖ Open session minutes of May 17, 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	absent	Mueller	yes	Bell	yes
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- ❖ Open session minutes of May 24, 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	absent	Mueller	yes	Bell	yes
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- ❖ Open session minutes of May 26, 2022, District Meetings were presented for approval. Motion to approve the minutes was made by Trustee Bell and seconded by Trustee Mueller; motion passed.

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

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

	<u>05/24/2022</u>	<u>06/14/2022</u>
United Community Bank M/M	\$ 30,555.65	\$ 13,041.99
Bank & Trust M/M	\$ 964,404.09	\$ 2,151,594.34
Bank & Trust Pension	\$ 112,117.20	\$ 120,298.63
Bank & Trust Equipment Reserve Fund	\$ 435,736.29	\$ 435,773.30
Bank & Trust Real Estate Fund	\$ 346,274.53	\$ 346,303.94
Bank of Springfield CD Investment	\$ 523,336.57	\$ 523,214.09
Bank & Trust Death Benefit Supplement	\$ 19,745.10	\$ 19,746.78
Bank & Trust Foreign Fire Insurance Board	\$ 5,936.58	\$ 5,937.11
Bank & Trust Foreign Fire Insurance Board MM	\$ 80,130.04	\$ 80,144.09
Bank & Trust Donations & Memorial Fund	\$ 554.81	\$ 634.86
Chatham Fire Department Volunteer Account	\$ 7,601.97	\$ 7,601.97

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

Perkins absent 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 update the Vendors List and was seconded by Trustee Bell; motion passed.

Perkins absent Mueller yes Bell yes

❖ Discuss or approval of contract for Office Manager Kashima Stotts was discussed, Trustee Mueller made a motion to approve the contract for Office Manager Kashima Stotts and was seconded by Trustee Bell; motion passed.

Perkins absent Mueller yes Bell yes

❖ Discuss or approval of the contract for Administrative Assistant / American Heart Association Training Center Coordinator Kari Martin Leyva was discussed, Trustee Mueller made a motion to approve the contract for Administrative Assistant / AHATCC Kari Martin Leyva and was seconded by Trustee Bell; motion passed.

Perkins absent Mueller yes Bell yes

❖ IAFFPD Annual Conference, June 23-25, 2022 I-Hotel Conference Center, Champaign, Il for Assistant Chief Self and Bolletta; Trustee Mueller made a motion to approve the IAFFPD Annual Conference attendance for Assistant Chief Self and Bolletta and was seconded by Trustee Bell; motion passed.

Perkins absent Mueller yes Bell yes

❖ Acceptance of application for Paid on Call, Tricia Bierworth and begin background check was discussed, Trustee Mueller made a motion to accept the background check and application and to move forward with Tricia Bierworth as a Paid on Call paramedic and was seconded by Trustee Bell; motion passed.

Perkins absent Mueller yes Bell yes

❖ Discussion / Approval of alternative duty position for FF/EMT P Gerberding as discussed and he will return to shift on June 28, 202

- ❖ Annual review of IDOL mandate policies was discussed, and the department currently meets policies and recommendations
- ❖ Discussion on banking change for Donation and Memorial Account, Trustee Mueller made a motion to return the Donation and Memorial Account back under the authorization of the Trustees and was seconded by Trustee Bell; motion passed

Perkins	absent	Mueller	yes	Bell	yes
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- ❖ Discussion / approval of Fire Prevention Community Outreach items requested by Lt. Bramley, Trustee Mueller made a motion to accept the proposal for Fire Prevention items and was seconded by Trustee Bell; motion passed

Perkins	absent	Mueller	yes	Bell	yes
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- ❖ Discussion / Purchase of Holley Transfer Tube from MES / Foreign Fire Insurance Board was discussed, Trustee Mueller made a motion to approve the purchase of and reimburse from the FFIB for the Holly Transfer Tube and was seconded by Trustee Bell; motion passed.

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

- ❖ Discussion given by Office Manager Kashima Stotts
 - Meet next week
 - Starting new hire process discussing qualifications

- **PENSION BOARD:**

- ❖ Discussion by Division Chief Rose
 - Request for Gerberding retirement was cancelled by the member

- **FOREIGN FIRE INSURANCE BOARD:**

- ❖ Discussion given by FF/EMT Bose
 - Dayroom chairs

- **CHIEF SCHUMER'S REPORT**

- Nothing to report

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

- New radio system was discussed, spread sheet sent to Trustees
 - A/C Bolletta will represent CFD
- Dollar limit for Chief Selfs Card
- 3F28 to go to Chatham Collision for front bumper repair Thursday
- Microwave – need to purchase a new one

- Vehicles
 - Command 1 tires
 - Front tires are at end of life
 - Need to look at suspension for better tire wear and life
 - Engine 1 tires replaced
 - Engine 3 back in service
 - 3F27 going to Foster on 06/22
 - Utility 2 emergency lighting
 - IAAPD budget online seminar
 - Video is available
 - Chief Self will share the link via email
 - MABAS 48 training seminar
 - June 16- no cost
 - Bolletta, Bramley and Self signed up
 - Joint training with Spfld
 - Tools for hose tanker
 - Volunteer process starts 07/01
 - Turnout gear
 - Day room recliner
- **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	absent	Mueller	yes	Bell	yes
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- Returned to open session at 1915 hours

- **ADJOURNMENT**
 - ❖ Motion to adjourn meeting at 2005 hours was made by Trustee Mueller and was seconded by Trustee Bell; motion passed.

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