

CHATHAM FIRE PROTECTION DISTRICT  
 BOARD OF TRUSTEE MINUTES  
 April 25, 2023

- **CALL TO ORDER**
  - ❖ Meeting was called to order at 1736 hours.
- **ROLL CALL**
  - ❖ Present were Trustee Perkins, Trustee Bell; Chief Self; Lt. Bramley; FF/EMTP Damhoff, and Office Manger Kashima Stotts
  - ❖ Absent: Mueller
- **APPROVAL OF PREVIOUS MINUTES**
  - ❖ Open session minutes of April 11, 2023, District Meetings were presented for approval. Motion to approve the minutes was made by Trustee Bell and seconded by Trustee Perkins; motion passed.

Perkins            yes                    Mueller            absent            Bell                    yes

- **TREASURERS REPORT**
  - ❖ Trustee Bell and Trustee Perkins accepted the treasurer’s report.

	04/11/2023	04/25/2023
United Community Bank M/M	\$ 51,741.49	\$ 35,995.30
Bank & Trust M/M	\$ 1,671,882.60	\$ 1,569,260.65
Bank & Trust Pension	\$ 60,174.87	\$ 68,792.40
Bank & Trust Equipment Reserve Fund	\$ 541,504.34	\$ 541,550.33
Bank & Trust Real Estate Fund	\$ 351,565.13	\$ 351,594.99
Bank of Springfield CD Investment	\$ 539,101.04	\$ 539,256.26
Bank & Trust Death Benefit Supplement	\$ 19,761.56	\$ 19,763.24
Bank & Trust Foreign Fire Insurance Board	\$ 33,143.76	\$ 33,146.63
Bank & Trust Foreign Fire Insurance Board MM	\$ 80,277.69	\$ 80,277.69
Bank & Trust Donations & Memorial Fund	\$ 1,285.78	\$ 1,297.46
Chatham Fire Department Volunteer Account	\$ 3,315.85	\$ 3,315.85

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

Perkins            yes                    Mueller            absent            Bell                    yes

- **PUBLIC COMMENTS AND CONCERNS:**
  - ❖ No public
- **OLD BUSINESS:**
  - ❖ No old business.
- **NEW BUSINESS:**
  - ❖ Vendor List was discussed, no new Vendors at this time.



- ❖ Discussion / Approval of IAFFPD Credential and Proxy submission was discussed, Trustee Pekins made a motion to submit the Credential and Proxy and was seconded by Trustee Bell; motion passed.

Perkins            yes                    Mueller            absent            Bell            yes

- ❖ Discussion / Approval for FF/EMT P Enstrom to start light duty policy was discussed, Trustee Bell made a motion to approve the light duty for Enstrom and was seconded by Trustee Perkins; motion passed.

Perkins            yes                    Mueller            absent            Bell            yes

- ❖ Discussion / Approval of memorandum of understanding between E-Environmental Solutions, LLC and the Chatham Community Fire Protection District was discussed, Trustee Bell made a motion to approve the memorandum of understanding and was seconded by Trustee Perkins; motion passed.

Perkins            yes                    Mueller            absent            Bell            yes

- ❖ Discussion / Approval to purchase Super Take Down Multicolor Raptor Linear LED Visor Light Bar in the amount of \$1,034.90 per light for the Chief and the Assistant Chiefs vehicles was discussed, Trustee Perkins made a motion to approve the visor lights for Chief and Assistant Chief not to exceed \$2,500.00 and was seconded by Trustee Bell; motion passed.

Perkins            yes                    Mueller            absent            Bell            yes

- ❖ Discussion / Approval for Chief Self and Assistant Chief Bolletta to attend the IAFFP IFCA conference June 14, 2023, through June 17, 2023, to include lodging was discussed, Trustee Perkins made a motion to approve the conference for Chief and Assistant Chief and was seconded by Trustee Bell; motion passed.

Perkins            yes                    Mueller            absent            Bell            yes

- ❖ Discussion / Approval for Lt. Bramley to attend the National Fire Academy New Executive Chief Officer Course in Emmitsburg MD, October 22-27, 2023, with travel and time off expenses covered by the district were discussed, Trustee Perkins made a motion to approve the course for Lt. Bramley with the bound to pay back agreement and was seconded by Trustee Bell; motion passed.

Perkins            yes                    Mueller            absent            Bell            yes

- ❖ **BOARD OF FIRE COMMISSIONERS:**

- ❖ Discussion given by Chief Self

- Discussed the testing companies for Lt. Process.
- Review tentative dates for Lt. Promotional Process.

- Hoskinson was re-appointed by the district for another 3-year term.
- **PENSION BOARD:**
  - ❖ Discussion by Division Chief Rose
    - Submitted Retirement paperwork for a member.
    - Will meet again April 26, 2023.
- **FOREIGN FIRE INSURANCE BOARD:**
  - ❖ Discussion given by FF/Paramedic Suhling
    - Has not met.
- **CHIEF SELF'S REPORT**
  - Working on RTF policies and training – Chiefs, Lt Kissel and Enstrom participated in drill on March 28, 2023, at LLCC
  - Commissioners
    - Picked tentative dates for testing process.
    - Chose a promotional testing company RMA – same as last year.
    - JW Hoskinson was presented his BOCFC appointment letter.
  - Received an offer for our land.
  - Helmets
    - Looking at buying shields for the prospectives to put on black helmets, plenty in stock to outfit new recruits.
  - Insurance company will be renewing.
    - Ad placed in the Clarion for bids.
    - Invite for presentation on May 9, 2023
  - Knox box ordinance
- **ASSISTANT CHIEF BOLLETTA'S REPORT**
  - Ground Emergency Medical Transportation Program
    - Andres is working through a collection rate issue with GEMT.
  - Medicare Ground Ambulance Data Collection System
    - Nothing new to report
  - Grants
    - AFG – Submitted
    - Fire Prevention and Safety Grant submitted.
      - Nothing new to report
    - Brandt Foundation - in progress
      - Gas Meters
    - Fire House Subs – Submitted
      - Grant submitted for new Res-Q-Jack system
  - Radio System Pagers and Radios
    - Nothing new to report
  - Challenge Coin
    - Delivered
  - Training
    - Nothing new to report
  - Large Flag

- Nothing new to report was ordered 9/29/2023 still on back order.
- Surplus
  - Nothing new to report
- **DIVISION CHIEF ROSE’S REPORT**
  - Vehicles
    - Still waiting on availability of parts for recall on Command One
    - 3F29 will go to Chatham Collision for paint warranty work TBA.
    - 3F28 went to Alignment Specialty in Morrisonville and was found that the alignment was drastically out of specification.
    - New back up alarm installed in 3F29.
    - 500-Watt Quarts light on Engine Three was also an in-house repair
    - Ladder testing is finished.
    - Hose testing will be starting soon.
    - Tanker One will need to go to Banner soon as it has a couple of issues with air brakes and flow meter.
  - Software and training
    - The ESO conference was very good and worth my time. Making a few changes in the software so it works better for us and makes us compliant with NEMSYS 3.5
    - We will be conducting extrication training this Thursday for LLCC students starting at 1800 hours.
    - RTF training will be this Friday at 1200 at Glenwood High School with CPD
- **CLOSED SESSION**
  - ❖ No closed session.
- **ADJOURNMENT**
  - ❖ Motion to adjourn meeting at 1818 hours was made by Trustee Mueller and was seconded Trustee Bell motion passed.

Perkins	yes	Mueller	absent	Bell	yes
---------	-----	---------	--------	------	-----

Minutes by Office Manager Kashima Stotts