

CHATHAM FIRE PROTECTION DISTRICT
BOARD OF TRUSTEE MINUTES
May 23, 2023

- **CALL TO ORDER**

- ❖ Meeting was called to order at 1736 hours.

- **ROLL CALL**

- ❖ Present were Trustee Mueller, Trustee Bell; Chief Self; Assistant Chief Bolletta; Division Chief Rose; FF/EMTP Gerberding, Bone, Vrchota, Suhling; Probationary FF/EMTP Tatge and Office Manger Kashima Stotts
 - ❖ Absent: Trustee Perkins arriving later

- **REVIEW OF CFPD INSURANCE COVERAGE.**

- ❖ Presentation from Unland Insurance & Benefits Agency was discussed, agent canceled presentation.
 - ❖ Discussion with Compass Insurance Partners on new coverage rates for Liability coverage AD&S, Life Insurance was discussed, no action taken.

- **APPROVAL OF PREVIOUS MINUTES**

- ❖ Open session minutes of May 9, 2023, 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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- ❖ Closed session minutes of January 11, 2022, April 11, 2023, and May 9, 2023, 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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- **TREASURERS REPORT**

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

	<u>05/09/2023</u>	<u>05/23/2023</u>
United Community Bank M/M	\$ 51,468.41	\$ 47,954.48
Bank & Trust M/M	\$ 1,569,260.65	\$ 1,318,431.99
Bank & Trust Pension	\$ 68,792.40	\$ 73,051.24
Bank & Trust Equipment Reserve Fund	\$ 541,550.333	\$ 542,515.70
Bank & Trust Real Estate Fund	\$ 351,594.99	\$ 356,626.06
Bank of Springfield CD Investment	\$ 542,515.70	\$ 542,515.70
Bank & Trust Death Benefit Supplement	\$ 19,763.24	\$ 19,764.97
Bank & Trust Foreign Fire Insurance Board	\$ 33,146.63	\$ 31,614.22
Bank & Trust Foreign Fire Insurance Board MM	\$ 80,277.69	\$ 80,290.01
Bank & Trust Donations & Memorial Fund	\$ 1,297.46	\$ 1,212.57
Chatham Fire Department Volunteer Account	\$ 5,736.59	\$ 5,736.59

- ❖ Motion was made to pay the bill by Trustee Mueller 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 add new vendor to the vendors list and was seconded by Trustee Bell; motion passed.

Perkins absent Mueller yes Bell yes

- ❖ Dis/ Approval to increase the quarterly allotment for the Chatham Community Volunteer Membership fund from \$2,500 to \$3,000.00 was discussed, Trustee Mueller made a motion to approve the increase to the membership fund in the amount of \$3,000.00 and was seconded by Trustee Bell; motion passed.

Perkins absent Mueller yes Bell yes

- ❖ Discussion / Approval of a Knox Box Ordinance requiring the installation and maintenance of a key loc box for fire prevention purposes was discussed, Trustee Mueller made a motion to approve the Knox Box Ordinance and was seconded by Trustee Bell; motion passed.

Perkins absent Mueller yes Bell yes

- ❖ Discussion / Approval to enter a booth into the 2023 Chatham Sweetcorn Festival, Trustee Mueller made a motion to approve up to \$250.00 for booth rental for the Chatham Sweetcorn Festival and was seconded by Trustee Bell; motion passed.

Perkins absent Mueller yes Bell yes

- ❖ Discussion / Approval to enter one or two five person teams in to the 2023 Chatham Sweetcorn Festival charity event for Special Olympics row4dough, 50.00 per member per team, Saturday July 22, 2023, was discussed, Trustee Muller made a Motion to approve the submission of up to two teams into the charity event and was seconded by Trustee Bell; motion passed.

Perkins absent Mueller yes Bell yes

- ❖ Discussion / Approval to purchase Ford Chassis for new ambulance due to supply chain issues in the amount of \$5,985.00 difference was discussed, Trustee Mueller made a

motion to approve the purchase of the Ford Chassis and was seconded by Trustee Bell; motion passed.

Perkins absent Mueller yes Bell yes

- ❖ Discussion / Approval of roof proposal with Henson Robinson Company, \$110.00 per man per hour per man plus materials, total cost not to exceed \$3,800.00 was discussed and tabled.
- ❖ Discussion / Approval to re-key department locks for building access accountability was discussed and tabled.
- ❖ Discussion / Approval to purchase three Sensit P100 Single Gas Detector's in the amount of \$303.00 each for a total of \$909.00 was discussed, Trustee Bell made a motion to approve up to \$1,000.00 to purchase Sensit Gas Detector's and was seconded by Trustee Mueller; motion passed.

Perkins absent Mueller yes Bell yes

- ❖ Discussion / Approval of the Foreign Fire Insurance Board Ordinance was discussed, Trustee Mueller made a motion to approve the ordinance for the Foreign Fire Board and was seconded by Trustee Bell; motion passed.

Perkins absent Mueller yes Bell yes

- **BOARD OF FIRE COMMISSIONERS:**

- ❖ Discussion given by Chief Self
 - Working on promotional process
 - Working on reading list

- **PENSION BOARD:**

- ❖ Discussion by Division Chief Rose
 - Finalized Kissel's retirement.
 - Working on reciprocity for Tatge

- **FOREIGN FIRE INSURANCE BOARD:**

- ❖ Discussion given by Chief Self
 - Meet June 14, 2023
 - Purchased coat flashlight for members.

- **CHIEF SELF'S REPORT**

- Apparatus
 - E3 frame restoration – possibly looking at some compartment organization as well.
- New Engine
 - Change order from site visit!
- Firehouse Issues

- Several cracks formed in the façade.
 - 24-year-old building.
 - No windows or doors seem to be sticking.
 - Getting quotes from Otto Baum and Pulliam Masonry .
 - Insurance adjuster advised the roof is damaged and needs to be replaced.
- CO meters for aid bags are nearing the end of life.
 - Will get bid.
- Knox box ordinance
 - Up for approval
- Need to replace the Fresno type ladder on the side of T1.
 - Looking at adding a roof ladder inside the rail of the fly section for access during operation – will be on next agenda.
- **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
 - AFG – Submitted
 - Fire Prevention and Safety Grant submitted.
 - Nothing new to report
 - Brandt Foundation - in progress
 - 4 Gas Meters
 - Fire House Subs – Submitted
 - AMREN Grant – will be submitting for battery vent fan.
 - Radio System Pagers and Radios
 - Motorola Pagers – what to do with them?
 - 49 pagers, chargers, and programming dock
 - Training
 - Nothing new to report
 - A-1 Lock
 - Interior completed.
 - Waiting on final supply and programming to complete project
 - Large Flag
 - Nothing new to report was ordered 9/29/2023 still on back order.
 - Surplus
 - Nothing new to report
 - Capital Airport
 - 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.
 - The hose testing is almost complete.

- Tanker One returned from Banner Fire.
- 3F-27 will go to Westtown Ford in Jacksonville Friday, May 26 for a recall on the steering damper.
- Software and training
 - ESO updated: The new Assets Management portion of ESO is now up and running, this will facilitate keeping all our vehicle repairs and expenditures in one place. It should make out truck checkout procedure easier with moving to an electronic format instead of paper.
 - There is a webinar on Wednesday, and I will attend it to learn the best way to load the information and our current vehicle checkout sheets into this segment of the software.

✓ Perkins arrived at 1930 hours.

- **CLOSED SESSION**

- ❖ Motion to go into Closed Session at 1947 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 1956 hours.

- **ADJOURNMENT**

- ❖ Motion to adjourn meeting at 1958 hours was made by Trustee Bell and was seconded Trustee Mueller motion passed.

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