

CHATHAM FIRE PROTECTION DISTRICT  
BOARD OF TRUSTEE MINUTES

July 11, 2023

- **CALL TO ORDER**

- ❖ Meeting was called to order at 1732 hours.

- **ROLL CALL**

- ❖ Present were Trustee Perkins, Trustee Mueller, Trustee Bell; Chief Self; Assistant Chief Bolletta; Division Chief Rose; FF/EMTP Gerberding, Follis Enstrom, Tatge; FF/EMTB Faloon, Kerr and Office Manger Kashima Stotts

- ❖ Absent:

- **APPROVAL OF PREVIOUS MINUTES**

- ❖ Open session minutes of June 27, 2023, District Meetings were presented for approval. Motion to approve the minutes was made by Trustee Mueller seconded by Trustee Bell; motion passed.

Perkins	yes	Mueller	yes	Bell	yes
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- ❖ Closed session minutes of June 27, 2023, 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 the treasurer's report.

	<u>06/27/2023</u>	<u>07/11/2023</u>
United Community Bank M/M	\$ 110,642.37	\$ 40,748.19
Bank & Trust M/M	\$ 2,389,862.01	\$ 2,369,863.55
Bank & Trust Pension	\$ 81,570.03	\$ 890,780.23
Bank & Trust Equipment Reserve Fund	\$ 647,013.47	\$ 647,013.47
Bank & Trust Real Estate Fund	\$ 356,626.06	\$ 356,654.40
Bank of Springfield CD Investment	\$ 544,912.61	\$ 544,912.61
Bank & Trust Death Benefit Supplement	\$ 19,766.54	\$ 19,766.54
Bank & Trust Foreign Fire Insurance Board	\$ 31,617.12	\$ 31,619.72
Bank & Trust Foreign Fire Insurance Board MM	\$ 80,304.53	\$ 80,317.73
Bank & Trust Donations & Memorial Fund	\$ 827.17	\$ 1,027.17
Chatham Fire Department Volunteer Account	\$ 5,369.97	\$ 5,369.97

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

Perkins	yes	Mueller	yes	Bell	yes
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- **PUBLIC COMMENTS AND CONCERNS:**

- ❖ No public comment



- ❖ Discussion / approval to renew the annual subscription with Amazon Prime Business in the amount of \$179.00 was discussed, Trustee Mueller made a motion to approve the renewal with Amazon Prime and was seconded by Trustee Bell; motion passed.

Perkins            yes                      Mueller            yes                      Bell                      yes

- ❖ Discussion / approval to add Lisa Smith and Aaron Hogan as members of the Decennial Efficiency Committee was discussed, Trustee Mueller made a motion to approve Lisa Smith and Aaron Hogan as Decennial Efficiency Committee members and was seconded by Trustee Perkins; motion passed.

Perkins            yes                      Mueller            yes                      Bell                      yes

- ❖ Discussion / Approval of prepayment for roof repairs to Allied World Insurance re: hail damage was discussed; Trustee Mueller made a motion to prepay Allied World Insurance and was seconded by Trustee Bell motion passed.

Perkins            yes                      Mueller            yes                      Bell                      yes

- ❖ Discussion / approval to submit a letter to the Bard of Fire Commissioners requesting them to start and new hiring process was discussed.

Perkins            yes                      Mueller            yes                      Bell                      yes

- ❖ Discussion / Approval to begin the background check, physical examination and psychological examination was discussed, Trustee Mueller made a motion to approve the new hire exams for Andrew Carrigan and was seconded by Trustee Bell; motion passed.

Perkins            yes                      Mueller            yes                      Bell                      yes

- **BOARD OF FIRE COMMISSIONERS:**

- ❖ Discussion given by Chief Self
  - Discussion on new hire list

- **PENSION BOARD:**

- ❖ Discussion by Division Chief Rose
  - Have not met, next meeting will be held in August.

- **FOREIGN FIRE INSURANCE BOARD:**

- ❖ Discussion given by Chief Self
  - Met and approved the purchase of hoods for all members.
  - Also approved the purchase of gloves for members.
  - Discussion on setting money aside for purchase of tools for new rig

- **CHIEF SELF'S REPORT**

- Hose size
  - We will outfit new E3 with 1,75" and change the others over time with district approval.
- Firehouse Issues
  - Roof – insurance will front the amount specified in trustees packet.
  - Several cracks formed in the facade.
- Lawn maintenance
  - On hold until storm damage cleared up
- Letter to Cliburn for items owned by the District Office Carrigan has verbally accepted the offer of employment.
- Genesis cutter inserts need replaced.
- A new commercial insurance company is coming to do a risk management survey.

- **ASSISTANT CHIEF BOLLETTA'S REPORT**

- Ground Emergency Medical Transportation Program
  - Nothing new to report.
- Medicare Ground Ambulance Data Collection System
  - Reporting period has started.
- Grants
  - AFG – Submitted
  - Fire Prevention and Safety Grant submitted.
    - Nothing new to report
  - Brandt Foundation – Submitted
    - 4 Gas Meters
  - Fire House Subs – Submitted and denied.
  - AMREN Grant – in progress
- Radio System Pagers and Radios
  - Groundbreaking 06/28/2023 at 1100 hours, I will be one of the speakers.
  - 
  - Motorola Pager (50 pagers, chargers, and programing dock)
    - Do we want to list on the IL Fire Chief Site
- Training
  - Training ahead signs
- A-1 Lock
  - Installation started today and will be finished tomorrow.
- Large Flag
  - Nothing new to report was ordered 9/29/2023 still on back order.
- Surplus
  - Received a new powered stair-chair for the new ambulance.
- Capital Airport Anniversary
  - 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 Jacksonville Ford for a recall on the emissions programming in the on-boarding diagnostic system.
- Engine 2 had a small leak on the Kussmaul air compressor and as it was being driven for training on Saturday it became worse.
- Mattress ordered for bunk room.
- Live burn training at the Macon County Safety Complex in Decatur will be September 5, and 18<sup>th</sup> at
- Software and training
  - ESO update 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.
  - Outcomes are now coming from HSHS on ESO automatically as they paid for the outcome premium program.

- **CLOSED SESSION**

- ❖ Motion to go into Closed Session at 1827 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 1905 hours.

- **ADJOURNMENT**

- ❖ Motion to adjourn meeting at 1907 hours was made by Trustee Mueller and was seconded Trustee Bell motion passed.

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