

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

- **CALL TO ORDER**

- ❖ Meeting was called to order at 1730 hours.

- **ROLL CALL**

- ❖ Present were Trustee Perkins, Trustee Mueller, Chief Self; Division Chief Rose; Lt. Jacobs; FF/EMTP Gerberding, Suhling; FF/EMTB Faloon, and AHATC Administrative Assistant Kari Martin Leyva
 - ❖ Absent: Trustee Bell

- **APPROVAL OF PREVIOUS MINUTES**

- ❖ Open session minutes of July 11, 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 absent

- **TREASURERS REPORT**

- ❖ Trustee Perkins and Trustee Mueller accepted the treasurer’s report.

	07/11/2023	07/25/2023
United Community Bank M/M	\$ 40,748.19	\$ 43,062.37
Bank & Trust M/M	\$ 2,369,863.55	\$ 2,368,216.21
Bank & Trust Pension	\$ 90,780.23	\$ 90,810.85
Bank & Trust Equipment Reserve Fund	\$ 647,013.47	\$ 647,130.46
Bank & Trust Real Estate Fund	\$ 356,654.40	\$ 356,718.89
Bank of Springfield CD Investment	\$ 544,912.61	\$ 547,530.31
Bank & Trust Death Benefit Supplement	\$ 19,766.54	\$ 19,770.12
Bank & Trust Foreign Fire Insurance Board	\$ 31,617.12	\$ 31,619.72
Bank & Trust Foreign Fire Insurance Board MM	\$ 80,317.73	\$ 80,317.73
Bank & Trust Donations & Memorial Fund	\$ 1,027.17	\$ 1,162.36
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 Perkins; motion passed.

Perkins yes Mueller yes Bell absent

- **PUBLIC COMMENTS AND CONCERNS:**

- ❖ Lt. Jacobs addressed the Trustees regarding the awards/promotion ceremony. He thanked them for his promotion and informed them he would be unable to attend the ceremony due to a prior family commitment.

- ❖ Trustee Mueller thanked all the Sweetcorn Festival volunteers and bags.

- **OLD BUSINESS:**

- ❖ Discussion / Authorization and approval for FF/EMTP Bose to customize a picnic table for the bay area, asking the district to cover cost of material for customized project was discussed at this time FF/EMTP Bose would like to remove this from the agenda and revisit in the winter, no action taken.
- ❖ Discussion / Approval to amend the training of duty time policy SOG 601 Personnel Benefits and Article IV Section F of the CBA was discussed and tabled.
- ❖ Discussion / Approval of bis for masonry repair and painting of building exterior was discussed, Trustee Perkins made a motion to approve the bids from Mid-Illinois Companies and Pullium for masonry and painting project and was seconded by Trustee Mueller; motion passed.

Perkins yes Mueller yes Bell absent

- **NEW BUSINESS:**

- ❖ Vendor List was discussed, No new vendors at this time.
- ❖ Discussion on mid-year review of closed session minutes was tabled.
- ❖ Mid-Year review of closed session minutes and action was discussed and tabled.
- ❖ Discussion / Approval to solicitate for sealed bids for the replacement of the department roof due to hail damage was discussed, Trustee Perkins made a motion to have Sinclair draft a notice for sealed bids and was seconded by Trustee Mueller; motion passed.

Perkins yes Mueller yes Bell absent

- ❖ Discussion / approval to participate in the Illinois State Fair Twilight Parade, August 10, 2023, was discussed, Trustee Mueller made a motion to put the Airl and Brush Truck in the parade and was seconded by Trustee Perkins; motion passed.

Perkins yes Mueller yes Bell absent

- ❖ Discussion / Approval to deposit funds, transfer bank account to another CFD account or close account for the Death Benefit Supplement Fund at Bank and Truste was discussed, Trustee Mueller will take care of the Death Benefit Supplement Fund at Bank and Trust.

- **BOARD OF FIRE COMMISSIONERS:**

- ❖ Discussion given by Chief Self
- ❖ Letter from BOFC regarding hiring criteria
- ❖ Promotional process on going working through few issues.

- **PENSION BOARD:**

- ❖ Discussion by Division Chief Rose

- Meet next month
- **FOREIGN FIRE INSURANCE BOARD:**
 - ❖ Discussion given by Chief Self
 - Waiting on AC for sizing of gloves
- **CHIEF SELF'S REPORT**
 - Engine three backed into the protective poles at the station.
 - Minimal damage
 - Firehouse Issues
 - Roof – Sinclair sent a bid package for us to approve.
 - Several cracks formed in the facade. Total for Pulliam and Mid-Illinois Bid is \$28,873.00
 - Carrigan has passed his background and has psych Aug 9th and 14th and physical scheduled.
 - Village incinerator stand-by
 - Public hearing and special meeting for Budge approval
 - Updated SAM.gov registration
 - Removed Hughes, and Assistant Chief Osborne added Perkins to the alternate government business POC.
- **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
 - Radio System Pagers and Radios
 - Groundbreaking 06/28/2023 at 1100 hours, I will be one of the speakers.
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 - Motorola Pager (50 pagers, chargers, and programming dock)
 - Do we want to list on the IL Fire Chief Site
 - Training
 - MCI Drill in Girard August 5th
 - BOF starts August 5th.
 - A-1 Lock
 - Will be here August 2nd for final programming and install.
 - 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

- Parts for Command 1 are ordered, and we are waiting for them to come in at the dealership.
- 3F29 will go to Jacksonville Ford for a recall on the emissions programming in the on-boarding diagnostic system.
- Repair of tail board on Engine 3 will need some parts ordered and then we will repair.
- Incident Safety Officer Class in Champaign October 23rd through 27th \$400.00
- Mattress received for bank room .
- Live burn training at the Macon County Safety Complex in Decatur will be September 5, and 18th at 1700 until 2200.
- All probationary FF’s have been released to run calls in some compacity.

- 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**

- ❖ No closed session.

- **ADJOURNMENT**

- ❖ Motion to adjourn meeting at 1827 hours was made by Trustee Perkins and was seconded Trustee Mueller; motion passed.

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