

CHATHAM FIRE PROTECTION DISTRICT
 BOARD OF TRUSTEE MINUTES
 August 22, 2023

- **CALL TO ORDER**

- ❖ Meeting was called to order at 1733 hours.

- **ROLL CALL**

- ❖ Present were Trustee Perkins, Trustee Mueller, Trustee Bell; Chief Self; Assistant Chief Bolletta; Division Chief Rose; Lt. Follis; FF/EMTP Rogers, Enstrom and Office Manager Kashima Stotts

- ❖ Absent:

- **APPROVAL OF PREVIOUS MINUTES**

- ❖ Open session minutes of August 8, 2023, District Meetings were presented for approval. Motion to approve the minutes was made by Trustee Mueller seconded by Trustee Perkins; motion passed.

Perkins yes Mueller yes Bell yes

- **TREASURERS REPORT**

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

	08/08/2023	08/22/2023
United Community Bank M/M	\$ 83,926.24	\$ 32,347.39
Bank & Trust M/M	\$ 2,277,920.40	\$ 2,320,954.80
Bank & Trust Pension	\$ 99,459.83	\$ 99,501.65
Bank & Trust Equipment Reserve Fund	\$ 647,130.46	\$ 647,414.13
Bank & Trust Real Estate Fund	\$ 356,718.89	\$ 605,925.87
Bank of Springfield CD Investment	\$ 547,530.31	\$ 547,530.31
Bank & Trust Death Benefit Supplement	\$ 19,770.12	\$ 19,778.79
Bank & Trust Foreign Fire Insurance Board	\$ 31,631.76	\$ 31,631.76
Bank & Trust Foreign Fire Insurance Board MM	\$ 80,349.20	\$ 80,349.20
Bank & Trust Donations & Memorial Fund	\$ 1,079.37	\$ 1,079.86
Chatham Fire Department Volunteer Account	\$ 5,369.97	\$ 7,890.08

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

Perkins yes Mueller yes Bell yes

- **PUBLIC COMMENTS AND CONCERNS:**

- ❖ No public comment

- **OLD BUSINESS:**

- ❖ No old business.

- **NEW BUSINESS:**

- ❖ Vendor List was discussed, No new vendors at this time.
- ❖ Discussion / Approval of audio-visual system for the conference room was discussed and tabled.
- ❖ Discussion / Approval to purchase a podium for ceremonies and event purposes was discussed and tabled.
- ❖ Discussion / Approval to purchase a new coat for all department members were discussed and tabled.
- ❖ Discussion / Approval to transfer budget funds from the Money Market Fund to the Real Estate Reserve Fund in the budgeted amount of \$5,000.00 was discussed, Trustee Mueller made a motion to transfer \$5,000.00 to the Real Estate Reserve fund and was seconded by Trustee Perkins; motion passed.

Perkins	yes	Mueller	yes	Bell	yes
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- ❖ Discussion / Approval to transfer budgeted funds from the Money Market Fund to the Equipment Reserve Fund in the budgeted amount of \$110,000.00 was discussed, Trustee Mueller made a motion to transfer \$110,000.00 to the Equipment Reserve and was seconded by Trustee Bell; motion passed.

Perkins	yes	Mueller	yes	Bell	yes
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- ❖ Discussion / Approval to purchase three emergency plug kit Tesla adaptor, carrying case and leather tool for battery operated vehicle use was discussed, Trustee Mueller made a motion to approve the purchase of 3 kits and was seconded by Trustee Bell; motion passed.

Perkins	yes	Mueller	yes	Bell	yes
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- ❖ Discussion. Approval to host an Incident Safety Officer Course here at the department was discussed and tabled.

- ❖ Discussion . Approval to purchase RTF Command Boards from Ace Sign in the amount of \$438.77 was discussed, Trustee Mueller made a motion to purchase RTF Command Boards and was seconded by Trustee Bell; motion passed.

Perkins	yes	Mueller	yes	Bell	yes
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- ❖ Discussion / Approval to allow changes / additions to Chapter 3 Section 5 preference points system for hiring, Chapter 1 article 4, and Section C of the Board of Fire Commissioners 2019 Rules and Regulations was discussed, Trustee Mueller made a motion to allow the Board to make changes and was seconded by Trustee Perkins; motion passed.

Perkins yes Mueller yes Bell yes

- **BOARD OF FIRE COMMISSIONERS:**
 - ❖ Report given by Chief Self
 - ❖ Lt promotional process assessment center complete
 - ❖ Written test is October 21, 2023
 - ❖ The board is working on starting a new hiring process for career firefighters.

- **PENSION BOARD:**
 - ❖ Discussion by Division Chief Rose
 - Nothing new to report

- **FOREIGN FIRE INSURANCE BOARD:**
 - ❖ Discussion given by Chief Self
 - Approved and paid for hoods and gloves 50% will be reimbursed; cost shared with the district.
 - FF/EMT P Rogers discussed having the board ask FFIB to fund 50% of the cost for new department coats.
 - The board will need to hold a special meeting.

- **CHIEF SELF'S REPORT**
 - Firehouse Issues
 - Roof –
 - Must have at least 10 days to bid, 30 is the norm.
 - Demand Star Website has our bid listed.
 - Henson Robinson asked if the project can be done in the spring of 2024.
 - Taza construction requested the bid package twice.
 - Proposed agreement for new employees concerning training cost.
 - Prairie View – Senior Living Expo
 - \$125.00-\$275.00
 - CFD may need to adopt a fire code (from Decennial documents re: Fire District Act)
 - Public hearing and special meeting for the Budget approval
 - August 29, 2023, at 1730 hours
 - The decennial committee will be here after for an introduction.
 - Utility 1 was involved in an accident, encountered a pole, minor damage.
 - We participated in an Active Shooter Incident Management course August 3 & 4th.

- **ASSISTANT CHIEF BOLLETTA'S REPORT**
 - Ground Emergency Medical Transportation Program
 - Nothing new to report.
 - Medicare Ground Ambulance Data Collection System
 - Working on inputting large amounts of data. We are 46% as of today.
 - Grants
 - AFG – Submitted
 - Fire Prevention and Safety Grant submitted.
 - Nothing new to report
 - Brandt Foundation – Submitted

- Denied funding.
- Radio System Pagers and Radios
 - Radio system SOG/SOP meeting ongoing
- Training
 - Nothing new to report
- A-1 Lock
 - System completely installed.
- 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
 - Repair of Tail Board step on Engine Three will need some parts ordered and they will be repaired.
 - Replaced battery in Command One on August 17, 2023
 - The Village has replaced all the highway cones that were lost during the incident in July.
 - Received quote for emergency plug for EV vehicles.
 - Incident Safety Officer Class in Champaign October 23, 2023, through October 27, 2023, is \$575.00 per student.
 - Live burn training at the Macon County Safety Complex in Decatur will be September 5 and 18th at 1700 to 2200.
 - All Probationary FF’s have been released to run calls in some capacity.
- Software and training
 - Ongoing.

• **CLOSED SESSION**

- ❖ Motion to go into Closed Session at 1847 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

- Returned to open session at 2000 hours.

• **ADJOURNMENT**

- ❖ Motion to adjourn meeting at 2000 hours was made by Trustee Mueller and was seconded Trustee Bel; motion passed.

Perkins yes Mueller yes Bell yes