

CHATHAM FIRE PROTECTION DISTRICT
 BOARD OF TRUSTEE MINUTES
 September 12, 2023

- **CALL TO ORDER**

- ❖ Meeting was called to order at 1735 hours.

- **ROLL CALL**

- ❖ Present were Trustee Perkins, Trustee Mueller; Chief Self; Assistant Chief Bolletta; Division Chief Rose; FF/EMTP Rogers, Enstrom, Vrchota, Tatge; FF/EMTB Faloon, and Office Manager Kashima Stotts
 - ❖ Absent: Trustee Bell

- **APPROVAL OF PREVIOUS MINUTES**

- ❖ Open session minutes of August 22, 2023, and special meeting minutes from August 29, 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 absent

- **TREASURERS REPORT**

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

	08/22/2023	09/12/2023
United Community Bank M/M	\$ 32,347.39	\$ 51,944.68
Bank & Trust M/M	\$ 2,320,954.80	\$ 3,028,025.36
Bank & Trust Pension	\$ 99,501.65	\$ 108,167.79
Bank & Trust Equipment Reserve Fund	\$ 647,414.13	\$ 647,414.13
Bank & Trust Real Estate Fund	\$ 605,925.87	\$ 605,925.87
Bank of Springfield CD Investment	\$ 547,530.31	\$ 553,490.06
Bank & Trust Death Benefit Supplement	\$ 19,778.79	\$ 19,778.79
Bank & Trust Foreign Fire Insurance Board	\$ 31,631.76	\$ 28,043.50
Bank & Trust Foreign Fire Insurance Board MM	\$ 80,349.20	\$ 80,383.32
Bank & Trust Donations & Memorial Fund	\$ 1,079.86	\$ 1,497.46
Chatham Fire Department Volunteer Account	\$ 7,890.08	\$ 7,890.08

- ❖ 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:**

- ❖ No public comment

- **OLD BUSINESS:**

- ❖ 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 purchase a new coat for all department members were discussed, Trustee Mueller made a motion to approve the purchase of new department coat an amount not to exceed \$200.00 each and was seconded by Trustee Perkins; motion passed.

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

- **NEW BUSINESS:**

- ❖ Vendor List was discussed, Trustee Mueller made a motion to approve the additions to the Vendors list and was seconded by Trustee Perkins; motion passed.

Perkins	yes	Mueller	yes	Bell	absent
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- ❖ Discussion / Approval to attend the Fire Chief’s Association on October 19, 2023, in the amount of \$100.00 was discussed, Trustee Mueller made a motion to approve the attendance to the Fire Chiefs Association in the amount of \$100.00 and wase seconded by Trustee Perkins; motion passed.

Perkins	yes	Mueller	yes	Bell	absent
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- ❖ Discussion / Approval to participate in MDA fill the boot on September 16, 2023, was discussed, Trustee Perkins made a motion to approve the participation in MDA’ fill the boot September 16, 2023, and was seconded by Trustee Mueller; motion passed.

Perkins	yes	Mueller	yes	Bell	absent
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- ❖ Discussion / Approval to repair the damage to Utility Truck 1 in the amount of \$2,160.33 was discussed, Trustee Mueller made a motion to approve the repair to Utility Truck 1 and was seconded by Trustee Perkins; motion passed.

Perkins	yes	Mueller	yes	Bell	absent
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- **BOARD OF FIRE COMMISSIONERS:**

- ❖ Report given by Chief Self
- ❖ Meet next Tuesday to finalize and approve the hiring changes to the application.
- ❖ Hoping to start the application process September 20, 2023

- **PENSION BOARD:**

- ❖ Discussion by Division Chief Rose

- Nothing new to report
- We meet next month.

- **FOREIGN FIRE INSURANCE BOARD:**
 - ❖ Discussion given by Chief Self
 - Meet in October
 - Gloves and hoods were handed out to members.
 - Have a newly elected member, Daniel Tatge.

- **CHIEF SELF'S REPORT**
 - Firehouse Issues
 - Roof –
 - No bids
 - Proposed agreement for new employees concerning training cost.
 - CFD may need to adopt a fire code (from Decennial documents re: Fire District Act)
 - Utility 1 was involved in an accident, encountered a pole, minor damage.
 - Estimate in packet.
 - No date for drop off / repair.
 - 2024 EMT class
 - Start date will be spring / summer 2024.
 - Multi-factor authentication for email
 - 5 nonunion personnel are already on it.
 - Sever of us have been hacked.

- **ASSISTANT CHIEF BOLLETTA'S REPORT**
 - Ground Emergency Medical Transportation Program
 - Report is nearly complete waiting on final data from Andres.
 - Medicare Ground Ambulance Data Collection System
 - The report is complete, will be submitted after final verification.
 - Grants
 - AFG – Submitted
 - Fire Prevention and Safety Grant submitted.
 - Nothing new to report
 - Radio System Pagers and Radios
 - Weekly radio system SOG/SOP meetings
 - We have been selected to be the first in the county to begin radio testing.
 - Towers are currently being constructed.
 - Transitioning to mobile hot spots in the rigs.
 - The new Dell tablet is being programmed for testing.
 - Training
 - Nothing new to report
 - Large Flag
 - Ordered with Auburn Fire Department should receive it soon. Nothing new to report was ordered 9/29/2023 still on back order.
 - Surplus
 - Nothing new to report.

- Excess Equipment
 - Old manual stretcher, sell or donate?
 - Old stair chair, sell or donate?
- **DIVISION CHIEF ROSE’S REPORT**
 - Vehicles
 - Repair of Tail Board step on Engine Three Fehring Iron Works will be here to look at the aluminum channel.
 - Banner will start service and yearly pump testing on September 19, 2023.
 - 3F27 is currently having a leaking spring replaced at Schultz Automotive
 - Other
 - Emergency plugs for EV vehicles have been placed on apparatus and are in service.
 - Incident Safety Officer Class in Champaign October23 through 27, \$575.00 per student.
 - Live Burn Training at Macon County Safety Complex in Decatur will be September 18, 2023, until 2200 and October 23 until 2200 hours.
 - All Probationary FF’s have been released to run calls in some capacity.
 - Software – We will start using the ESO checklist this month.

- **CLOSED SESSION**

- ❖ Motion to go into Closed Session at 1836 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	absent
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- Returned to open session at 1930 hours.

- **ADJOURNMENT**

- ❖ Motion to adjourn meeting at 1931 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