

CHATHAM FIRE PROTECTION DISTRICT
 BOARD OF TRUSTEE MINUTES
 September 26, 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, Suhling; FF/EMTB Faloon; FF Kerr, and Office Manager Kashima Stotts

- ❖ Absent:

- **APPROVAL OF PREVIOUS MINUTES**

- ❖ Open session minutes of September 12, 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 Bell; motion passed.

Perkins yes Mueller yes Bell yes

- **TREASURERS REPORT**

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

	09/12/2023	09/26/2023
United Community Bank M/M	\$ 51,944.68	\$ 40,579.56
Bank & Trust M/M	\$ 3,028,025.36	\$ 2,928,441.67
Bank & Trust Pension	\$ 108,167.79	\$ 112,573.63
Bank & Trust Equipment Reserve Fund	\$ 647,414.13	\$ 647,680.19
Bank & Trust Real Estate Fund	\$ 605,925.87	\$ 606,174.88
Bank of Springfield CD Investment	\$ 553,490.06	\$ 553,490.06
Bank & Trust Death Benefit Supplement	\$ 19,778.79	\$ 19,786.92
Bank & Trust Foreign Fire Insurance Board	\$ 28,043.50	\$ 28,043.50
Bank & Trust Foreign Fire Insurance Board MM	\$ 80,383.32	\$ 80,383.32
Bank & Trust Donations & Memorial Fund	\$ 1,497.46	\$ 1,799.27
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 yes

- **PUBLIC COMMENTS AND CONCERNS:**

- ❖ No public comment

- **OLD BUSINESS:**

- ❖ Discussion / Approval of audio-visual system for the conference room was discussed and will be removed from the agenda at this time.

- ❖ Discussion / Approval to purchase a podium for ceremonies and event purposes was discussed and tabled.
- ❖ Discussion. Approval to host an Incident Safety Officer Course here at the department was discussed and will be removed from the agenda at this time.

- **NEW BUSINESS:**

- ❖ Vendor List was discussed, no new vendors at this time.
- ❖ Discussion / Approval to host an EMT Basic course, Summer of 2024 ending September 2024 was discussed, Trustee Mueller made a motion to approve hosting the EMT Baisc course and was seconded by Trustee Bell; motion passed.

Perkins	yes	Mueller	yes	Bell	yes
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- ❖ Discussion / Approval to purchase turnout gear for Carrigan, Stotts and Bingamon, not to exceed the amount of \$10,000.00 was discussed, Trustee Mueller made a motion to purchase turnout gear for Carrigan, Stotts and Bingamon and was seconded by Trustee Perkins; motion passed.

Perkins	yes	Mueller	yes	Bell	yes
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- ❖ Discussion / Approval to create a personalized department hat to replace the current hat design was discussed and tabled.

- ❖ Discussion / Approval to renew Microsoft Office 365 subscription for 23 users in the amount of \$3,625.00 was discussed, Trustee Bell made a motion to renew Office 365 and was seconded by Trustee Perkins; motion passed.

Perkins	yes	Mueller	yes	Bell	yes
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- ❖ Discussion / Approval to publish BOFC changes to the Rules and Regulation was discussed, Trustee Perkins made a motion to approve the publishing of the Rules and Regulations and was seconded by Trustee Bell; motion passed.

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

- ❖ Report given by Chief Self
- ❖ Met to approve the changes to the application.
- ❖ Shortened testing and interview time frames
- ❖ Hoping to have a list by the end of the year.

- **PENSION BOARD:**

- ❖ Discussion by Division Chief Rose
 - Nothing new to report
 - We meet next month.

- **FOREIGN FIRE INSURANCE BOARD:**
 - ❖ Discussion given by FF/EMTP Suhling
 - Meeting next month
 - CD discussion with Faloon

- **CHIEF SELF'S REPORT**
 - Firehouse Issues
 - Roof –
 - No bids
 - RD Lawrence will possibly bid.
 - Proposed agreement for new employees concerning training cost.
 - CFD may need to adopt a fire code (from Decennial documents re: Fire District Act)

- **ASSISTANT CHIEF BOLLETTA'S REPORT**
 - Ground Emergency Medical Transportation Program
 - Reviewed and will be submitted tomorrow.
 - Medicare Ground Ambulance Data Collection System
 - Review and will be submitted tomorrow.
 - Grants
 - AFG – Submitted
 - Fire Prevention and Safety Grant submitted.
 - Nothing new to report
 - Radio System Pagers and Radios
 - Weekly radio system SOG/SOP meetings
 - Radio testing will hopefully begin next week.
 - Towers are currently being constructed. Radios should be delivered to Supreme Communications by October 31
 - Training
 - Nothing new to report
 - Large Flag
 - The Flag is in service.
 - Tim Stanfield is treating the flag.
 - Surplus
 - Nothing new to report.
 - Excess Equipment
 - Nothing new to report.

- **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 has started service and yearly pump testing.
 - 3F27 spring has been repaired at Schultz Automotive
 - 3F28 is at Schultz Automotive for the steering issue.

- Air one will be here this Friday to repair the cascade bottle fill station.
- Other
 - Incident Safety Officer Class in Champaign October 23 through 27, \$575.00 per student.
 - Live Burn Training at Macon County Safety Complex in Decatur will be 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 1756 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 1832 hours.

- **ADJOURNMENT**
 - ❖ Motion to adjourn meeting at 1833 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