

CHATHAM FIRE PROTECTION DISTRICT
 BOARD OF TRUSTEE MINUTES
 November 28, 2023

- **CALL TO ORDER**

- ❖ Meeting was called to order at 1731 hours.

- **ROLL CALL**

- ❖ Present were Trustee Perkins, Trustee Mueller, Trustee Bell; Chief Self; Assistant Chief Bolletta; Division Chief Rose; Lieutenant Bramley, Jacobs; FF/EMTP Suhling, Tatge; FF/EMTB Faloon and Office Manager Kashima Stotts

- ❖ Absent:

- **APPROVAL OF PREVIOUS MINUTES**

- ❖ Open and closed session minutes of November 14, 2023, were presented for approval. Motion to approve the minutes was made by Trustee Perkins seconded by Trustee Bell; motion passed.

Perkins yes Mueller yes Bell yes

- **TREASURERS REPORT**

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

	11/14/2023	11/28/2023
United Community Bank M/M	\$ 178,200.58	\$ 108,801.08
Bank & Trust M/M	\$ 2,853,583.60	\$ 2,701,031.52
Bank & Trust Pension	\$ 30,578.36	\$ 34,895.62
Bank & Trust Equipment Reserve Fund	\$ 649,446.91	\$ 649,446.91
Bank & Trust Real Estate Fund	\$ 607,828.39	\$ 607,828.39
Bank of Springfield CD Investment	\$ 553,490.06	\$ 557,846.54
Bank & Trust Death Benefit Supplement	\$ 19,840.89	\$ 19,840.89
Bank & Trust Foreign Fire Insurance Board	\$ 28,104.79	\$ 28,104.79
Bank & Trust Foreign Fire Insurance Board MM	\$ 117,455.47	\$ 117,637.07
Bank & Trust Donations & Memorial Fund	\$ 1,689.15	\$ 1,689.15
Chatham Fire Department Volunteer Account	\$ 7,025.81	\$ 9,377.59

- ❖ 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:**

- ❖ Public comment from Lieutenant Jacobs – Julie Hail would like to present the district with a check will be reaching out to see when a good meeting would be.

- **OLD BUSINESS:**

- ❖ Discussion / Approval to purchase a podium for ceremonies and event purposes was discussed Chief will purchase a podium day to day.

- ❖ Discussion / Approval to create a personalized department hat to replace the current hat design was discussed and tabled.
- ❖ Discussion / Acceptance of the bids received to repair the roof due to hail damage was discussed and table for further discussion.

- **NEW BUSINESS:**

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

Perkins	yes	Mueller	yes	Bell	yes
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- ❖ Discussion / Approval to purchase the Holmatro Tools from AEC in the amount of \$38,678.00 was discussed, Trustee Mueller made a motion to purchase the Holmatro tools and was seconded by Trustee Bell; motion passed.

Perkins	yes	Mueller	yes	Bell	yes
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- ❖ Discussion / Approval of the 2024 Schedule of Meetings for the Board of Trustees was discussed, Trustee Perkins made a motion to approve the 2024 Schedule of Meetings and was seconded by Trustee Bell; motion passed.

Perkins	yes	Mueller	yes	Bell	yes
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- ❖ Discussion / Approval to update the CFD AHA fee and supplies rate in accordance with the annual rate increase for the American Heart Association was discussed, Trustee Mueller made a motion to approve the annual rate increase and was seconded by Trustee Bell; motion passed.

Perkins	yes	Mueller	yes	Bell	yes
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- ❖ Discussion / Approval of benefit time payout for Retired FF/EMT Rogers was discussed, Trustee Mueller made a motion to pay the benefits and was seconded by Trustee Perkins; motion passed.

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

- ❖ Report given by Chief Self
 - Orientation is Friday December 1, 2023
 - December 21, 2023, Lt's list will be certified
 - Interviews are on December 13-14
 - December 28 will be certified.
 - Researching academy options

- **PENSION BOARD:**

- ❖ Discussion by Division Chief Rose

- Meeting next Wednesday.
- **FOREIGN FIRE INSURANCE BOARD:**
 - ❖ Discussion given by FF/EMTP Damhoff
 - Moving money into a CD.
 - Tatge is the new member who has taken the vacancy from Kissel's retirement.
- **CHIEF SELF'S REPORT**
 - Firehouse Issues
 - Roof –
 - Seeking more information
 - Lieutenants Promotional Process, list will be certified December 22, 2023
 - Recruit Process
 - Ten applications submitted.
 - Orientation is 12/1/2023 at 1700 hrs.
 - Written text is 12/2/2023 at 0900 hrs.
 - Interviews 12/13 – 12/14
 - List certified 12/28
 - AHATC fees
 - Recommend adjusting fee schedule to represent what is needed and in line with others.
 - Bunkroom Bathroom., timeline and layout
- **ASSISTANT CHIEF BOLLETTA'S REPORT**
 - Grants
 - OSFM – started the process with Dan Rogers
 - AFG – submitted.
 - Fire Prevention and Safety Grant – submitted.
 - Radio System Pagers and Radios
 - Updated fleet mapping via zoom on Wednesday.
 - Training
 - Nothing new to report
 - Surplus
 - Nothing new to report.
 - Rescue Task Force
 - A good portion of equipment has arrived.
 - Bay Ceiling Fans
- **DIVISION CHIEF ROSE'S REPORT**
 - Vehicles
 - Banner Aerial Repair will be held off until next year.
 - Brush trucks will be serviced this month.
 - Will be doing an Extrication and Patient handling class for LLCC EMT class November 29th at 1800 hours.
 - All probationary FF's have been released to run calls in some capacity.
 - Software - we are using ESO checklist its ongoing.

- Other
 - Checked FF/P Enstrom again and found they have been working on several hat designs, but none are finished as of this writing.

- **CLOSED SESSION**

- ❖ Motion to go into Closed Session at 1823 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 1848 hours.

- **ADJOURNMENT**

- ❖ Motion to adjourn meeting at 1849 hours was made by Trustee Mueller and was seconded Trustee Bell; motion passed.

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