

CHATHAM FIRE PROTECTION DISTRICT
 BOARD OF TRUSTEE MINUTES
 March 12, 2024

- **CALL TO ORDER**

- ❖ Meeting was called to order at 1733 hours.

- **ROLL CALL**

- ❖ Present were Trustee Perkins, Trustee Bell; Chief Self; Assistant Chief Bolletta; Division Chief Rose; Lieutenant Bramley, Jacobs; FF/EMTP Bose, Suhling Carrigan, FF/EMTI Schroeder; FF/EMTBB Faloon, and Office Manager Kashima Stotts
 - ❖ Absent: Trustee Mueller

- **APPROVAL OF PREVIOUS MINUTES**

- ❖ Open session minutes of February 27, 2024, minutes were presented for approval. Motion to approve the minutes was made by Trustee Bell seconded by Trustee Perkins; motion passed.

Perkins	yes	Mueller	absent	Bell	yes
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- ❖ Closed session minutes of February 27, 2024, minutes were presented for approval. Motion to approve the minutes was made by Trustee Perkins seconded by Trustee Bell; motion passed.

Perkins	yes	Mueller	Absent	Bell	yes
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- **TREASURERS REPORT**

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

	<u>02/27/2024</u>	<u>03/12/2024</u>
United Community Bank M/M	\$ 41,929.65	\$ 47,948.86
Bank & Trust M/M	\$ 2,193,663.50	\$ 2,118,601.60
Bank & Trust Pension	\$ 64,386.30	\$ 64,386.30
Bank & Trust Equipment Reserve Fund	\$ 653,110.21	\$ 653,110.21
Bank & Trust Real Estate Fund	\$ 611,256.95	\$ 611,256.95
Bank of Springfield CD Investment	\$ 568,332.61	\$ 570,717.94
Bank & Trust Death Benefit Supplement	\$ 19,952.81	\$ 19,952.81
Bank & Trust Foreign Fire Insurance Board	\$ 26,580.29	\$ 26,643.47
Bank & Trust Foreign Fire Insurance Board MM	\$ 43,043.13	\$ 43,128.63
Bank & Trust Donations & Memorial Fund	\$ 2,193.17	\$ 2,193.17
Chatham Fire Department Volunteer Account	\$ 4,610.92	\$ 4,610.92
Bank & Trust Foreign Fire Insurance Board CD	\$ 75,973.56	\$ 75,973.56

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

Perkins	yes	Mueller	absent	Bell	yes
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- **PUBLIC COMMENTS AND CONCERNS:**

- ❖ Suhling

- Discussion regarding Browns Tree Service. They will be here in the next couple of weeks for tree removal and cleaning up from the tornado damage.

- ❖ Jacobs

- Discussion regarding the goal of the department and where the district sees the department within the next couple of years.

- **OLD BUSINESS:**

- ❖ Discussion / Acceptance of the bids received to repair the roof due to hail damage was discussed and table for further discussion currently waiting on a bid.

- ❖ Discussion / Approval to purchase a new ADA compliant Safety Smoke House with Lt. Jacobs was discussed, per Jacobs remove from the agenda this time until he has more information.

- **NEW BUSINESS:**

- ❖ The Vendor List was discussed, Trustee Mueller made a motion to accept the Vendor List as read and was seconded by Trustee Bell; motion passed.

Perkins yes Mueller absent Bell yes

- ❖ Discussion / Approval for the 2024 end of the year holiday expenditures and budget with FF Tadd Schroeder regarding the volunteer membership fund were discussed, per the district board continue as done in the past.

- ❖ Discussion / Approval to renew the Illinois Fire Service Administrative Professional membership for Kari Leyva and Kashima Stotts in the amount of \$45.00 each was discussion. Trustee Perkins made a motion to approve the renewal for both members for a total of \$90.00 and was seconded by Trustee Bell; motion passed.

Perkins yes Mueller absent Bell yes

- ❖ Discussion / Approval of contract for civilian employee Terry Rogers from March 11, 2024, through May 31, 2025, was discussion during closed session.

- ❖ Discussion / Approval of the recognition ward committee members was discussed, Trustee Perkins approved the following members to the committee, Bell, Kerr, Schroeder, Bramley and Self and was seconded by Trustee Bell; motion passed.

Perkins yes Mueller absent Bell yes

- ❖ Discussion / Approval to renew Barracuda Essentials for email security with 1 year license in the amount of \$1,056.00 or switch to Barracuda Essentials for email security with Sentinel Email Impersonation Protection was discussed. Trustee Perkins made a

motion to switch to the protection with impersonation protection and was seconded by Trustee Bell; motion passed.

Perkins yesterday Mueller absent Bell yes

- **BOARD OF FIRE COMMISSIONERS:**

- ❖ Report given by Chief Self

- Nothing to report.

- **PENSION BOARD:**

- ❖ Discussion by Division Chief Rose

- Special meeting held FF Bose is removing himself the nomination for the vacancy is FF Vrchota

- **FOREIGN FIRE INSURANCE BOARD:**

- ❖ Discussion given by FF/EMTP Damhoff

- Held a special meeting and purchased a positive pressure fan.
- Purchased a power washer for the wash bay should be installed on Thursday.

- **CHIEF SELF'S REPORT**

- Firehouse Issues
 - Roof –
 - Our roof is a hard bid since it is part of the structure, most companies will not do the standing seam roof.
- DHS Civil Rights Tool
 - New requirements for grant recipients.
- Farm ground
 - Lease due.
- Awards programs
- Committee gets together Thursday at 1700 to review nominations.

- **ASSISTANT CHIEF BOLLETTA'S REPORT**

- Grants
 - OSFM – nothing new to report
 - AFG – nothing new to report
 - NHTSA – nothing new to report
- Radio System Pagers and Radios
 - Installs are complete.
 - All portables are in.
- Surplus
 - Nothing to report.
- Rescue Task Force
 - Nothing new to report.
- Bay Ceiling Fans
 - Are in and will be installed soon.
- Ambulance Remount
 - Nothing new to report.

- **DIVISION CHIEF ROSE’S REPORT**

- Vehicles
 - 3F29 Bumper parts, corner replaced still installing other parts.
 - Banner is working on the UPF tank issue that is a seam that has split.
 - Waiting for the weather to get better and we will have the seals replaced.
 - Engine two and three we have started the process for the frame corrosion.
 - Engine one had to have repair to dashboard at the air brake valve.
 - Software
 - Currently trying to get HR training caught up and entering asset and maintenance as time allows.
 - The billing company that we use has been acquired by another company and they are changing some of the ways they receive information.

- **CLOSED SESSION**

- ❖ Motion to go into Closed Session at 1815 hours to discuss Employment / Appointment matters in accordance with (5 ILCS 120/2) (c) (1) was made by Trustee Bell and seconded by Trustee Perkins; motion passed.

Perkins	yes	Mueller	absent	Bell	yes
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- Returned to open session at 1925 hours.
- No action taken from closed session.

- **ADJOURNMENT**

- ❖ Motion to adjourn meeting at 1926 hours was made by Trustee Bell and was seconded Trustee Perkins; motion passed.

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