

CHATHAM FIRE PROTECTION DISTRICT
 BOARD OF TRUSTEE MINUTES
 August 27, 2024

- **CALL TO ORDER**

- ❖ Meeting was called to order at 1730 hours.

- **ROLL CALL**

- ❖ Present were Trustee Perkins, Trustee Mueller, Trustee Bell; Chief Self; Assistant Chief Bolletta; Division Chief Bramley; Lieutenant Damhoff and Office Manager Kashima Stotts

- ❖ Absent were:

- **APPROVAL OF PREVIOUS MINUTES**

- ❖ Open session minutes of August 13, 2024, minutes 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.

	08/13/2024	08/27/2024
United Community Bank M/M	\$ 56,461.34	\$ 56,690.92
Bank & Trust M/M	\$ 2,589,659.30	\$ 2,554,350.33
Bank & Trust Pension	\$ 55,193.24	\$ 55,212.42
Bank & Trust Equipment Reserve Fund	\$ 461,765.30	\$ 463,021.24
Bank & Trust Real Estate Fund	\$ 624,321.74	\$ 625,561.83
Bank of Springfield CD Investment	\$ 583,746.58	\$ 583,746.58
Bank & Trust Death Benefit Supplement	\$ 20,162.79	\$ 20,202.84
Bank & Trust Foreign Fire Insurance Board	\$ 21,160.62	\$ 20,160.62
Bank & Trust Foreign Fire Insurance Board MM	\$ 34,551.66	\$ 34,551.66
Bank & Trust Donations & Memorial Fund	\$ 1,785.34	\$ 1,788.87
Chatham Fire Department Volunteer Account	\$ 10,110.11	\$ 10,064.34
Bank & Truste Foreign Fire Insurance Board CD	\$ 77,937.04	\$ 77,937.04

- **PRESENTATION OF BILLS AND/OR INVOICES FOR PAYMENT**

- ❖ Trustee Mueller made a motion to approve the bills as paid and was seconded by Trustee Bell; motion; passed.

Perkins yes Mueller yes Bell yes

- **PUBLIC COMMENTS AND CONCERNS:**

- ❖ No public comment.

- **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 the insurance company for additional information with the contractor regarding repairs.

- **NEW BUSINESS:**

- ❖ The Vendor List was discussed, no new vendors at this time.

- ❖ Discussion / Approval to pay out benefit time for Resigned FF/EMT P Jeffery Bone was discussed Trustee Mueller made a motion to pay out the unused benefit time to since FF/EMT P Bone's 30 day returned has expired and was seconded by Trustee Bell; motion passed.

Perkins yes Mueller yes Bell yes

- ❖ Discussion / Approval for FF/EMTP Vrchota the Blended Company Fire Officer Course in Dunlap, 25 January through 16 March 2025 in the amount of 1,575.00, plus the cost of class materials, transportation, and shift coverage while in attendance was discussed, Trustee Mueller made a motion to approve Vrchota to attend the Company Officer course and was seconded by Trustee Bell; motion passed.

Perkins yes Mueller yes Bell yes

- ❖ Discussion / Approval for Division Chief Bramley to purchase Chief plates and installing emergency lighting on his personal vehicle were discussed, Trustee Mueller made a motion to approve Division Chief Bramley to purchase Chief plates at his expense and for the district purchase and have emergency lighting installed on his vehicle and was seconded by Trustee Bell; motion passed.

Perkins yes Mueller yes Bell yes

- ❖ Discussion / Approval to transfer 50 % of the budgeted funds from the General Fund to the Real Estate Reserve Fund in the amount of \$5,000.00 was discussed, Trustee Mueller made a motion to approve the transfer and was seconded by Trustee Bell; motion passed.

Perkins yes Mueller yes Bell yes

- ❖ Discussion / Approval to transfer 50 % of the budgeted funds from the General Fund to the Equipment Reserve Fund in the amount of \$471,000.00 was discussed, Trustee Mueller made a motion to approve the transfer and was seconded by Trustee Bell; motion passed.

Perkins yes Mueller yes Bell yes

- ❖ Discussion / Approval to purchase a Manitowoc Indigo Half Cube Ice Maker from Springfield Pepsi Cola to replace the soda machine that is currently not functioning correctly in the amount of \$3,280.42 was discussed, Trustee Mueller made a motion to approve the purchase the ice machine and was seconded by Trustee Bell; motion passed.

Perkins yes Mueller yes Bell yes

- ❖ Discussion on development of a public relation shirt to be given to citizens or family members that request department t-shirts was discussed. Will come back with ideas.
- ❖ Discussion / Approval to pay \$200.00 for IFSC 2nd Annual Combined Conference in Peoria, September 15 through September 18 for Trustee Mueller was discussed, Trustee Perkins made a motion to approve the payment for the conference and was seconded by Trustee Bell; motion passed.

Perkins yes Mueller yes Bell yes

- **BOARD OF FIRE COMMISSIONERS:**

- ❖ Report given by Assistant Chief Self
 - Nothing new to report.

- **PENSION BOARD:**

- ❖ Discussion by Assistant Chief Bolletta
 - New member appointed to the Board Division Chief Bramley.
 - Have not met yet.
 - Vrchota nominated for President.

- **FOREIGN FIRE INSURANCE BOARD:**

- ❖ Discussion given by Chief.
 - Nothing to report.

- **CHIEF SELF'S REPORT**

- Firehouse Issues
 - Concrete approaches
 - Current apparatus
 - Truck 1, Back in service but has nozzle issues to be resolved.
 - New apparatus equipment
 - New Engine 1 arrives in Apr-Jun of 2025
 - Hooks
 - ResQJacks
 - Battery operated fan.
 - Tools
 - Saws
 - Nozzles and appliances
- Personnel
 - Vrchota COFO class
 - Todd and Faloon expressed interest.
- New Hires
 - Fire Academies
 - Peoria starts 7/29.
 - IFSI starts 9/9.

- Need to begin the hiring process in November for a new member after January 1 for the open slot / existing list.
 - Will look at the 2024-2026 budgets to see if another person per shift feasible / new list.
 - Division Chief Training
 - DC will oversee Community risk Reduction.
 - CRR class Champaign November 1, 2024
 - Inspector 1 & 2 -40 and 48 hrs.
 - Nov-Dec Pays
 - We will need to adjust payday due to holidays Published.
- **ASSISTANT CHIEF BOLLETTA'S REPORT**
 - Grants
 - AFG – Auburn successful with the turn out gear grant.
 - Nothing yet on our individual grant.
 - NHTSA – Nothing to report.
 - Energy Transfer Fund Grant – Nothing new to report.
 - IPRF – Working on closing out the grant for this year.
 - OSFM Small Equipment Grant – in process waiting on clarification from OSFM.
 - Norfolk Southern Grant – in process
 - Radio System Pagers and Radios
 - We go live at 1pm tomorrow.
 - Pagers are moving forward.
 - Training
 - Nothing new to report.
 - Administration
 - Nothing new to report
 - Apparatus
 - Truck
 - More issues found.
 - Spoke with Mike Jr. about our issues.
 - Lockwood Truck repair bill
 - Tanker 1
 - Electrical Issue.
 - 3F26
 - In Service
 - The loading system will need to be adjusted.
 - Open house – plans are finalized.
 - Fire Extinguishers
 - Will need to schedule the annual inspection.
- **DIVISION CHIEF BRAMLEY'S REPORT**
 - Vehicles
 - Entering department assisted into ESO date base.
 - OSFM will be here on the 14th of August for vector training.
 - Planning 2025 Fire and EMS training.

- Attending EMS/MC in Plainfield on the 19th of August.
- ESO Training Academy April 21st, 22nd and 23rd of 2025 \$999.00 for three-day academy
- Working on adding additional vector solution training from the service rep.

- **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 Perkins; motion passed.

Perkins	yes	Mueller	yes	Bell	yes
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- Returned to open session at 1856 hours.

- **ADJOURNMENT**

- ❖ Motion to adjourn meeting at 1859 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