

CHATHAM FIRE PROTECTION DISTRICT
 BOARD OF TRUSTEE MINUTES
 September 24, 2024

- **CALL TO ORDER**

- ❖ Meeting was called to order at 1730 hours.

- **ROLL CALL**

- ❖ Present were Trustee Perkins, Trustee Mueller, Trustee Bell; Assistant Chief Bolletta; Division Chief Bramley; and Office Manager Stotts
 - ❖ Absent were:

- **APPROVAL OF PREVIOUS MINUTES**

- ❖ Open session minutes of September 10, 2024, minutes were presented for approval. Motion to approve the minutes was made by Trustee Perkins seconded by Trustee Mueller; motion passed.

Perkins yes Mueller yes Bell yes

- **TREASURERS REPORT**

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

	09/09/2024	09/24/2024
United Community Bank M/M	\$ 65,022.99	\$ 38,142.38
Bank & Trust M/M	\$ 2,014,799.02	\$ 2,850,456.74
Bank & Trust Pension	\$ 59,718.36	\$ 68,754.67
Bank & Trust Equipment Reserve Fund	\$ 934,021.24	\$ 935,520.53
Bank & Trust Real Estate Fund	\$ 630,561.83	\$ 632,895.56
Bank of Springfield CD Investment	\$ 586,976.19	\$ 586,976.19
Bank & Trust Death Benefit Supplement	\$ 20,202.84	\$ 20,245.74
Bank & Trust Foreign Fire Insurance Board	\$ 20,202.05	\$ 20,202.05
Bank & Trust Foreign Fire Insurance Board MM	\$ 34,622.66	\$ 34,622.66
Bank & Trust Donations & Memorial Fund	\$ 1,650.42	\$ 1,338.75
Chatham Fire Department Volunteer Account	\$ 10,064.34	\$ 9,900.18
Bank & Trust Foreign Fire Insurance Board CD	\$ 77,937.04	\$ 77,937.04

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

- ❖ Trustee Perkins 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 commit

- **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, Trustee Mueller made a motion to add SiteOne to the vendors list and was seconded by Trustee Bell; motion passed.

Perkins yes Mueller yes Bell yes

- ❖ Discussion / Approval to pay HFS Bureau of Fiscal Operations – GEMT in for 3rd and 4th quarter of 2023 and 1st and 2nd quarter of 2024 in the amount of \$106,195.75 was discussed, Trustee Perkins made a motion to approve the payment to GEMT and was seconded by Trustee Mueller; motion passed.

Perkins yes Mueller yes Bell yes

- ❖ Discussion / Approval to pay LRS in the amount of 3,465.00 for Microsoft Office 365 Standard subscription for twenty-two users was discussed, Trustee Mueller made a motion to approve the renewal of Microsoft 365 and was seconded by Trustee Bell; motion passed.

Perkins yes Mueller yes Bell yes

- ❖ Discussion /Approval for Division Chief Bramley to attend Fire Inspector I Blended in Champaign through IFSI in January 2025 was discussed, Trustee Perkins made a motion to approve Division Chief Bramley’s attendance to Fire Inspector I and was seconded by Trustee Bell; motion passed.

Perkins yes Mueller yes Bell yes

- ❖ Discussion / Approval to purchase Lesco All Pro Teammates Plus Seed Mixture from SiteOne Landscaping supply in the amount of \$440.00 was discussed, Trustee Mueller made a motion to approve the purchase of seed mixture and was seconded by Trustee Bell; motion passed.

Perkins yes Mueller yes Bell yes

- ❖ Discussion / Approval to request one name from the Board of Fire Commissioners from the final Eligibility Roster for New Hire was discussed, Trustee Mueller made a motion to request one name from the list and was seconded by Trustee Bell; motion passed.

Perkins yes Mueller yes Bell yes

- ❖ Discussion / Approval to transfer money from the General Fund to the Pension Fund due to a transfer error found during the audit was discussed and Trustees ask the Chief to present the board with the total amount owed and the next district meeting.

- **BOARD OF FIRE COMMISSIONERS:**
 - ❖ Report given by Assistant Chief Self
 - Providing a name from the Final Eligibility List for New Hire.

- **PENSION BOARD:**
 - ❖ Discussion by Assistant Chief Bolletta
 - Need a new Signature card.

- **FOREIGN FIRE INSURANCE BOARD:**
 - ❖ Discussion given by Chief.
 - Meet October 8th.
 - Paide reimbursement to the district for the headsets.

- **CHIEF SELF'S REPORT**
 - Firehouse Issues
 - Concrete approaches
 - Estimate is \$12,975.00 see info in packet.
 - Will seek other bids.
 - Current apparatus
 - Truck one, Back form Banner.
 - New apparatus equipment
 - New Engine 1 arrives in Apr-Jun of 2025
 - Hooks
 - ResQJacks
 - Battery operated fan.
 - Tools
 - Saws
 - Nozzles and appliances
 - Personnel
 - DC Bramley Inspector I January IFSI
 - Lt. Faloon expressed interest in COFO.
 - New Hires
 - Fire academy graduation 10/17/24 at 1000 hours.
 - 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
 - Nov-Dec Pays
 - We will need to adjust payday due to holidays Published.
 - Auditor, the company is dissolving, new auditor will need to be secured can RFP if needed.
 - Ambulance rates: mileage last updated March 1, 2023.
 - Will have new rates ready for implementation January 1, 2025

- **ASSISTANT CHIEF BOLLETTA'S REPORT**

- Grants
 - AFG – Nothing new to report .
 - NHTSA – Successful.
 - 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 for clarification from OSFM.
 - Norfolk Southern Grant – Submitted.
- Radio System Pagers and Radios
 - Motorola and Radio Governance Tomorrow
 - Still some pager issues
 - RF2 patch with the new radio system will be taken down tomorrow morning.
 - RF1 patch will continue for the near future.
- Training
 - Nothing new to report.
- Administration
 - Nothing new to report
- Apparatus
 - Truck
 - Back in service
 - Tanker 1
 - Electrical Issue.
- 3F26
 - In Service
- E3 and Trk 1
 - Tablets have been installed.
- Open house – plans are finalized.
 - Plans are finalized.
- Fire Extinguishers
 - Annual inspection complete.
- **DIVISION CHIEF BRAMLEY’S REPORT**
 - Vehicles
 - Entering department assisted into ESO date base.
 - Working with Lt. Follis on the 2025 EMS Training
 - We have two live burns coming up in October, the 21st and 26th in Decatur.
- **CLOSED SESSION**
 - ❖ No closed session.
- **ADJOURNMENT**
 - ❖ Motion to adjourn meeting at 1808 hours was made by Trustee Mueller and was seconded Trustee Bell; motion passed.

Perkins yes Mueller yes Bell yes