

CHATHAM FIRE PROTECTION DISTRICT
 BOARD OF TRUSTEE MINUTES
 November 12, 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; Lt. Damhoff; FF/EMTI Schroeder; FF Brockway; and Office Manager Stotts
 - ❖ Absent were:

- **APPROVAL OF PREVIOUS MINUTES**

- ❖ Open session minutes of October 22, 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
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- **TREASURERS REPORT**

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

	10/22/2024	11/12/2024
United Community Bank M/M	\$ 45,500.53	\$ 60,765.93
Bank & Trust M/M	\$ 2,024,444.85	\$ 1,964,771.41
Bank & Trust Pension	\$ 698,200.98	\$ 707,236.65
Bank & Trust Equipment Reserve Fund	\$ 937,570.98	\$ 937,570.98
Bank & Trust Real Estate Fund	\$ 633,280.54	\$ 633,280.54
Bank of Springfield CD Investment	\$ 589,819.54	\$ 589,819.54
Bank & Trust Death Benefit Supplement	\$ 20,290.11	\$ 20,290.11
Bank & Trust Foreign Fire Insurance Board	\$ 56,043.95	\$ 56,101.53
Bank & Trust Foreign Fire Insurance Board MM	\$ 34,696.17	\$ 34,769.84
Bank & Trust Donations & Memorial Fund	\$ 1,571.72	\$ 1,571.72
Chatham Fire Department Volunteer Account	\$ 10,799.20	\$ 10,799.20
Bank & Truste Foreign Fire Insurance Board CD	\$ 78,948.73	\$ 78,948.73

- **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; the motion passed.

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

- ❖ Discussion provided by FF/EMTI Schroeder regarding the planning of the annual holiday party.

- **OLD BUSINESS:**

- ❖ No old business.

- **NEW BUSINESS:**

- ❖ The Vendor List was discussed, Trustee Mueller made a motion to add Estes Plumbing and was seconded by Trustee Bell; motion passed.

Perkins yes Mueller yes Bell yes

- ❖ Discussion / Approval to transfer \$314,472.00 from the General Fund to the Pension Fund was discussed, Trustee Mueller made a motion to transfer the budgeted levied funds and was seconded by Trustee Bell; motion passed.

Perkins yes Mueller yes Bell yes

- ❖ Discussion / Approval to purchase two new Tic's and two new 4-Gas Meters utilizing the Energy Transfer Grant for \$15,000.00 and \$2,248.00 from the General Fund was discussed, Trustee Muller made a motion to approve the purchase of the Tic's and 4-Gas meters and was seconded by Trustee Bell; motion passed.

Perkins yes Mueller yes Bell yes

- ❖ Discussion / Approval for Legacy Fire and Apparatus to make repairs to Engine One in the amount of \$14,614.12 was discussed, Trustee Muller made a motion to approve the repairs for Engine One and was seconded by Trustee Bell; motion passed.

Perkins yes Mueller yes Bell yes

- ❖ Discussion / Approval for FF Brockway to attend an EMT class in Roodhouse from winter 2024 until spring of 2025 in the amount of \$750.00 to include book, course and transportation if needed, to and from class was discussed, Trustee Perkins made a motion to approve FF Brockway attendance in the EMT course and was seconded by Trustee Bell; motion passed.

Perkins yes Mueller yes Bell yes

- ❖ Discussion /Approval to purchase two task force tips LDH intakes for Engine Three from Auburn Fire in the amount of \$4,500.00 was discussed, Trustee Perkins made a motion to approve the purchase of the intakes and was seconded by Trustee Bell; motion passed.

Perkins yes Mueller yes Bell yes

- ❖ Discussion /Approval to updated profile information and to pay the Illinois Association of Fire Protection District Membership dues from December 31, 2024, to December 30, 2025, in the amount of \$625.00 was discussed, Trustee Perkins made a motion to approve the renewal of the membership dues 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 Division Chief Bramley and Lieutenant Damhoff
 - Discussed funding with the pension.
 - Discussed actuarial report.

- **FOREIGN FIRE INSURANCE BOARD:**
 - ❖ Discussion given by Chief.
 - Purchased some equipment for the exercise room.
 - Discussion on selling the old equipment and where to put the funds. Monies will be placed back into the FFIB fund.

- **CHIEF SELF'S REPORT**
 - Firehouse Issues
 - Concrete approaches
 - The estimate is \$12,975.00 see info in packet.
 - Will seek other bids.
 - Current apparatus
 - Engine One, how far do we want to go with making repairs.
 - New apparatus equipment
 - New Engine 1 arrives in Apr-Jun 2025
 - Hooks
 - ResQJacks
 - Battery operated fan.
 - Tools
 - Saws
 - Nozzles and appliances
 - Personnel
 - New hires
 - Two new personnel will count as manpower 11/21 and 11./22.
 - Hiring
 - Will look at the 2024-2026 budgets to see if another person per shift feasible / new list.
 - Auditor, the company is dissolving, new auditor will need to be secured can RFP if needed.
 - MABAS Summit is February 17-19, \$325 registration, \$275.00 hotel +fees.
 - Blended Instructor 2 Class for Damhoff, \$600.00, one trip to IFSI.
 - Chaplain – if the board and Les Morgan are interested.
 - 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 – Station exhaust removal system
 - NHTSA – Successful.
 - Energy Transfer Fund Grant – Successful. Nothing new to report.
 - IPRF – Closed out complete for 2024.
 - OSFM Small Equipment Grant – Submitted nothing new to report.
 - Norfolk Southern Grant – Denied.
 - Radio System Pagers and Radios

- Station alert testing is ongoing with GTSI.
- VHF Radios
- Radios/Pagers
- Training
 - Nothing new to report.
- Administration
 - Watts Electric will be by to service exhaust fan system.
- Apparatus
 - Engine 1 is at Legacy for pump testing and maintenance.
 - Engine 2 and Tanker 1 all in line to go for pump testing, maintenance, and repair.
 - Engine 2 and 3 lighting issues.

• **DIVISION CHIEF BRAMLEY’S REPORT**

- Vehicles
 - Entering department assisted into ESO date base.
 - Lt. Follis has the 2025 EMS schedule approved and a new site code.
 - First quarter training schedule for 2025
 - Live burn training in Decatur was a success.
 - EMS/MC has done an audit of the department’s billing account.
 - New NERIS rollout is coming in April 2025
 - Member attending Traffic Incident Management training in Rochester.
 - The REO inspection of schools have been completed.
 - Hosting an IFSI corner stone class in Feb. of 2025 for company inspections.

• **CLOSED SESSION**

- ❖ Motion to go into Closed Session at 1854 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 1912 hours.

• **ADJOURNMENT**

- ❖ Motion to adjourn meeting at 1913 hours was made by Trustee Bell and was seconded Trustee Mueller; motion passed.

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