

CHATHAM FIRE PROTECTION DISTRICT
BOARD OF TRUSTEE MINUTES
February 11, 2025

- **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; and Office Manager Kashima Stotts.
- ❖ Absent were:

- **PUBLIC COMMENTS AND CONCERNS:**

- ❖ No public comment.

- **APPROVAL OF PREVIOUS MINUTES**

- ❖ Open session minutes of January 28, 2025, 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
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- **TREASURERS REPORT**

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

	<u>01/28/2025</u>	<u>02/11/2025</u>
United Community Bank M/M	\$ 66,879.35	\$ 73,974.89
Bank & Trust M/M	\$ 1,153,753.12	\$ 1,097,982.13
Bank & Trust Pension	\$ 44,033.84	\$ 48,563.86
Bank & Trust Equipment Reserve Fund	\$ 943,362.41	\$ 943,362.41
Bank & Trust Real Estate Fund	\$ 637,192.36	\$ 637,192.36
Bank of Springfield CD Investment	\$ 594,440.29	\$ 594,440.29
Bank & Trust Death Benefit Supplement	\$ 20,415.45	\$ 20,415.45
Bank & Trust Foreign Fire Insurance Board	\$ 43,654.83	\$ 42,769.76
Bank & Trust Foreign Fire Insurance Board MM	\$ 34,915.26	\$ 34,989.40
Bank & Trust Donations & Memorial Fund	\$ 1,846.24	\$ 1,667.84
Chatham Fire Department Volunteer Account	\$ 3,475.42	\$ 3,475.42
Bank & Trust Foreign Fire Insurance Board CD	\$ 79,973.55	\$ 79,973.55

- **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:**

- ❖ No public comment.

- **OLD BUSINESS:**

- ❖ Discussion / Acceptance of the bids received to repair the roof due to the hail damage was discussed. We are getting closer but will need to table until the next meeting.

- **NEW BUSINESS:**

- ❖ Discussion / Approval of Vendors List was discussed, no new vendors to add at this time.

- ❖ Discussion / Approval for Assistant Chief Bolletta and Division Chief Bramley to attend Inspector II course in March or 2025 was discussed, Trustee Mueller made a motion to approve Assistant Chief and Division Chief's attendance to the Inspector II course and was seconded by Trustee Bell; motion passed.

Perkins	yes	Mueller	yes	Bell	yes
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- ❖ Discussion / Approval to renew the 2- year Nation Child Passenger Safety Seat Certification in the amount of \$55.00 each for Office Manager Kashima Stotts and Administrative Assistant Kari Leyva was discussed, Trustee Muller made a motion to approve the renewal of the certification and was seconded by Trustee Perkins; motion passed.

Perkins	yes	Mueller	yes	Bell	yes
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- ❖ Discussion / Approval to renew the Antivirus Software with LRS in the amount of \$720.00 was discussed, Trustee Bell made a motion to approve the renewal of the antivirus software with LRS and was seconded by Trustee Mueller; motion passed.

Perkin	yes	Mueller	yes	Bell	yes
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- ❖ Discussion of re-appointment of Trustee Mueller was had, Trustee muller discussed it would be a great please to continue to serve the district in the capacity of treasurer for another 3-year term.

- ❖ Discussion / Approval to renew the ESO Fire Incident, ESO Hydrants, Personal Management, ESO Checklist and ESO Asset Management from 03/02/2025 through 03/01/2026 in the amount of \$7,299.44 was discussed, Trustee Mueller made a motion to approve the renewal of ESO and was seconded by Trustee Bell; motion passed.

Perkins	yes	Mueller	yes	Bell	yes
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- ❖ Discussion of the date of the April Recognition Award Ceremony was discussed and the Trustees agreed to hold the spring ceremony on April 17, 2025.

- ❖ Discussion / Approval to purchase one thermal imaging camera kit in the amount of \$7,164.00 using the IPRF Grant for Truck 1 was discussed, Trustee Mueller made a motion to approve the purchase of the camera for Truck 1 and was seconded by Trustee Bell; motion passed.

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

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

- **PENSION BOARD:**

- ❖ Discussion by Division Chief

- Appointed position for Follis coming up for re-appointment.
- **FOREIGN FIRE INSURANCE BOARD:**
 - ❖ Discussion given by FF / EMTP Suhling
 - Nothing to report.
- **CHIEF SELF'S REPORT**
 - Personnel and Committees
 - Trustee Mueller up for re-appointment in 2025
 - We will need letters to County Board Members for re-appointment.
 - District Board appointment or the Pension Board is up in April.
 - Follis is currently appointed by the board.
 - Firehouse Issues
 - Concrete approaches / estimate is \$12,975.00 see info in packet.
 - Reese Langheim sent a bid for all pads next to the building. See estimate.
 - Apparatus
 - Current apparatus
 - T1 is at Legacy – waiting for parts.
 - 3F27 went to Dugan's for new rear tires on Friday.
 - New apparatus equipment
 - New Engine 1 arrives in Apr-Jun 2025
 - Hooks
 - ResQJacks
 - Battery operated fan.
 - Tools
 - Saws
 - Nozzles and appliances
 - Auditor
 - Two Firms found got bids.
 - Sikich – see bid .
 - 2025 Firehouse construction and rehabilitation grant (nothing new)
 - In the process
 - Kevin Handy is the architect's liaison.
 - New email address to scan from printer.
- **ASSISTANT CHIEF BOLLETTA'S REPORT**
 - Grants
 - AFG – nothing to report.
 - NHTSA – nothing to report.
 - IPRF - \$13,306 grant for 2025
 - OSFM Small Equipment Grant - nothing new to report
 - EPA Block Grant – nothing new to report
 - Energy Transfer Grant – A Formal press conference was held at the business meeting.
 - Radio System/Radio's/Pagers/Computers
 - Station Alert testing is ongoing with GTSI.
 - VHF Radios
 - Havana Rual & Easton FD will receive them on Thursday.
 - Radios/Pagers maintenance

- Nothing new to report
- Training
 - Nothing new to report
- Administration
 - DOD Skillbridge program
 - Transition program for service members into occupations after military.
 - Working through the application process
- Apparatus
 - Tanker 1
 - Electrical issue, switch will be replaced with h it is at Legacy for pump testing and maintenance.
 - Engine 2 & Tanker 1 all in line to go for pump testing, maintenance, and repair.
 - Truck 1
 - At Legacy now. Working through multiple issues and getting parts from REV group. Hope to return at the end of the week if all goes well.
 - Ambulances
 - Nothing new to report.
- **DIVISION CHIEF BRAMLEY'S REPORT**
 - Hosting an IFSI corner stone class on Feb 12th for company inspections.
 - All OSHA classes are on Vector.
 - Low Law Group settlement
 - ACLS class has been completed.
 - Problems with ESO and IDPH
 - Inspector I
 - Inspector II March 13-April 4
- **CLOSED SESSION**
 - ❖ No closed session
- **ADJOURNMENT**
 - ❖ Motion to adjourn meeting at 1847 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