

CHATHAM FIRE PROTECTION DISTRICT
BOARD OF TRUSTEE MINUTES
March 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 Division Chief Bramley, Lt. Follis; FF/EMTP Bose and Office Manager Stotts.
- ❖ Absent were:

- **PUBLIC COMMENTS AND CONCERNS:**

- ❖ No public comment.

- **APPROVAL OF PREVIOUS MINUTES**

- ❖ Open session minutes of February 25, 2025, 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.

	<u>02/25/2025</u>	<u>03/11/2025</u>
United Community Bank M/M	\$ 57,792.12	\$ 49,951.95
Bank & Trust M/M	\$ 1,048,141.48	\$ 1,043,231.78
Bank & Trust Pension	\$ 53,125.27	\$ 57,609.29
Bank & Trust Equipment Reserve Fund	\$ 945,365.44	\$ 945,365.44
Bank & Trust Real Estate Fund	\$ 638,545.30	\$ 640,135.40
Bank of Springfield CD Investment	\$ 599,966.35	\$ 602,623.93
Bank & Trust Death Benefit Supplement	\$ 20,458.80	\$ 20,458.80
Bank & Trust Foreign Fire Insurance Board	\$ 42,769.76	\$ 43,851.78
Bank & Trust Foreign Fire Insurance Board MM	\$ 34,989.40	\$ 35,056.50
Bank & Trust Donations & Memorial Fund	\$ 1,495.16	\$ 1,743.16
Chatham Fire Department Volunteer Account	\$ 3,410.85	\$ 3,196.48
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, a new adjustment from the auditor has been made and we should finalize soon. but I 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 to re-appoint Lt. James Follis to the Pension Board was discussed, Trustee Perkins made a motion to appoint Lt. Follis to the pension board and was seconded by Trustee Bell; motion passed.

Perkins	yes	Mueller	yes	Bell	yes
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- ❖ Discussion / Approval to purchase air bags and cribbing from AEC Fire and Safety in the amount of \$24,575.00 utilizing the OFSM grand funds was discussed, Trustee Mueller made a motion to purchase the equipment from AEC and was seconded by Trustee Bell; motion passed.

Perkins	yes	Mueller	yes	Bell	yes
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- ❖ Discussion / Approval to bring Terry Rogers on a volunteer firefighter paramedic effective March 12, 2025, was discussed Trustee Mueller made a motion to bring on Terry Rogers and was seconded by Trustee Bell; motion passed.

Perkins	yes	Mueller	yes	Bell	yes
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- ❖ Discussion / Approval to renew Barracuda Essentials Email Compliance and Sentinel, 1 user, 1 year license in the amount of \$1,364.00 was discussed, Trustee Muller made a motion to approve the renewal of Barracuda and was seconded by Trustee Bell; motion passed.

Perkins	yes	Mueller	yes	Bell	yes
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- ❖ Discussion regarding the annual completion of the Freedom of Information Act and Open Meetings Act were discussed, Office Manager Kashima Stotts and Administrative Assistant Kari Leyva completed the annual training.

- ❖ Discussion :/ Approval to ask the Board of Fire Commissioners for two names off the Final Eligibility Roster for new hire was discussed during closed session.

- ❖ Discussion / Approval to renew the maintenance agreements with Stryker in the amounts of \$10,592.10 and \$10,454.40 were discussed, Trustee Muller made a motion to approve the renewal of the Stryker agreements and were seconded by Trustee Bell; motion passed.

Perkins	yes	Mueller	yes	Bell	yes
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- FF/EMTP Vrchota and Tatge arrived at 1757.

- ❖ Discussion / Approval to renew the membership with the Illinois Fire Service Administrative Professionals for Office Manager Kashima Stotts and Administrative Assistant Kari Leyva in the amount of \$50.00 each for a total of \$100.00 was discussed, Trustee Mueller made a

motion to approve the renewal of the membership and was seconded by Trustee Bell; motion passed.

Perkins	yes	Mueller	yes	Bell	yes
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- ❖ Discussion / Approval to add SC21 Fire House Station Alerting system in the amount of \$8,500.00 was discussed, Trustee Mueller made a motion to approve the purchase of the Fire House Alerting System and was seconded by Trustee Bell; motion passed.

Perkins	yes	Mueller	yes	Bell	yes
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- ❖ Discussion / Approval to pay the expenses for Assistant Chief Bolletta and Division Chief Bramley to attend the Inspector II course was discussed, Trustee Mueller made a motion to pay the hotel expense for the course in the amount of \$483.64 each 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
 - Lieutenant Follis accepted the Pension Board appointed position for the district.
 - The Pension Board has increased the amount of funds being paid by the accountants up north.

- **FOREIGN FIRE INSURANCE BOARD:**

- ❖ Discussion given by FF / EMTP Suhling
 - Nothing to report.

- **CHIEF SELF'S REPORT**

- Personnel and Committees
 - Two names from the list.
 - EMT/EMR
 - See spreadsheet of enrollees.
- 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
 - New apparatus equipment
 - New Engine 1 arrives in Apr-Jun 2025
 - A group going to Fire and Marine to see their work.
 - Will bring needed equipment and supplies to next meeting.
- Auditor
 - Two Firms found got bids.
 - Sikich – see bid .
 - 2025 Firehouse construction and rehabilitation grant (nothing new)

- Sent application in on 02/24/2025.
- 350 applications / more than Small Equipment Grant

- **ASSISTANT CHIEF BOLLETTA'S REPORT**

- Grants
 - AFG – received new gear and it is all being put into service. 2025 AFG Grant nothing new to report.
 - NHTSA – nothing to report.
 - IPRF – Looking into using some of the balance for repair and upgrade of AV equipment in the training room and conference room.
 - OSFM Small Equipment Grant - On agenda.
- Radio System/Radio's/Pagers/Computers
 - Station Alert testing is ongoing with GTSI. – On agenda
 - Starcom Radios
 - All radios were programmed and updated.
 - Radios/Pagers maintenance
 - Nothing new to report
- Training
 - Nothing new to report
- Administration
 - DOD Skill bridge program
 - Nothing new to report.
- Apparatus
 - Tanker 1
 - At Legacy.
 - Engine 3 Going to Lockwood repair in Girard on Thursday for brake work.
 - Engine 2 Next to go for pump testing, maintenance, and repair.
 - Truck 1
 - Back in service some parts are still on order.
 - Gator
 - Goes to Sloan's on Thursday for Service
 - Brush 2
 - Having issues with the monitor that is mounted on the front. Looking into solutions.
 - Ambulances
 - 3F26 Goes to Schultz for oil change and service on Tuesday.
 - Old turnout gear – 18 pants, 17 coats, 12 pair of boots, boxed of the old structural gloves, box of old duty gloves.
 - There is a small rural volunteer fire department in Arkansas that needs all.

- **DIVISION CHIEF BRAMLEY'S REPORT**

- Problems with ESO and IDPH
- Inspector II March 13 through April 4, 2025.
- Active shooter exercise Thursday at the 183rd
- Driver training is set for the 5th of April.
- Tanker ops class set for May 17, 2025

- **CLOSED SESSION**

- ❖ Motion to go into Closed Session at 1835 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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- Closed session ended at 1850 hours.
- No action from the closed session.

- **ADJOURNMENT**

- ❖ Motion to adjourn meeting at 1850 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