

CHATHAM FIRE PROTECTION DISTRICT  
BOARD OF TRUSTEE MINUTES  
May 13, 2025

- **CALL TO ORDER**

- ❖ Meeting was called to order at 1740 hours.

- **ROLL CALL**

- ❖ Present were Trustee Perkins, Trustee Bell; Chief Self; Division Chief Bramley; Greg Steffan with Compass Insurance; and Office Manager Stotts.
- ❖ Absent were: Trustee Mueller and Assistant Chief Bolletta

- **PUBLIC COMMENTS AND CONCERNS:**

- ❖ No public comment.

- **APPROVAL OF PREVIOUS MINUTES**

- ❖ Open session minutes of April 22, 2025, were presented for approval. Motion to approve the minutes was made by Trustee Perkins seconded by Trustee Bell; motion passed.

|         |     |         |        |      |     |
|---------|-----|---------|--------|------|-----|
| Perkins | yes | Mueller | absent | Bell | yes |
|---------|-----|---------|--------|------|-----|

- **TREASURERS REPORT**

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

|                                              | <u>04/22/2025</u> | <u>05/13/2025</u> |
|----------------------------------------------|-------------------|-------------------|
| United Community Bank M/M                    | \$ 62,604.72      | \$ 48,117.28      |
| Bank & Trust M/M                             | \$ 831,727.27     | \$ 834,155.47     |
| Bank & Trust Pension                         | \$ 75,301.05      | \$ 75,301.05      |
| Bank & Trust Equipment Reserve Fund          | \$ 949,254.48     | \$ 949,254.48     |
| Bank & Trust Real Estate Fund                | \$ 795,686.43     | \$ 795,686.43     |
| Bank of Springfield CD Investment            | \$ 604,206.37     | \$ 605,687.41     |
| Bank & Trust Death Benefit Supplement        | \$ 20,542.97      | \$ 20,542.97      |
| Bank & Trust Foreign Fire Insurance Board    | \$ 42,942.77      | \$ 43,031.01      |
| Bank & Trust Foreign Fire Insurance Board MM | \$ 35,130.93      | \$ 35,130.93      |
| Bank & Trust Donations & Memorial Fund       | \$ 1,825.83       | \$ 1,909.48       |
| Chatham Fire Department Volunteer Account    | \$ 5,897.45       | \$ 5,762.39       |
| Bank & Trust Foreign Fire Insurance Board CD | \$ 80,989.10      | \$ 80,989.10      |

- **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; the motion passed.

|         |     |         |        |      |     |
|---------|-----|---------|--------|------|-----|
| Perkins | yes | Mueller | absent | 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 have 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; Trustee Perkins made a motion to approve the additions to the vendors list and was seconded by Trustee Bell; motion passed.

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| Perkins | yes | Mueller | absent | Bell | yes |
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- ❖ Discussion / Approval to renew the membership with the Chatham Area Chamber of Commerce in the amount of \$115.00 was discussed, Trustee Perkins made a motion to approve the renewal of the membership with the Chamber and was seconded by Trustee Bell; motion passed.

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|---------|-----|---------|--------|------|-----|
| Perkins | yes | Mueller | absent | Bell | yes |
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- ❖ Discussion / Approval to renew our agreement with Vector Solutions (Target Solutions) currently used for online training in the amount of \$5,263.55 was discussed, Trustee Perkins made a motion to approve the renewal of the Vector Training Platform in the amount of \$5,263.55 and was seconded by Trustee Bell; motion passed.

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| Perkins | yes | Mueller | absent | Bell | yes |
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- ❖ Discussion / Approval to renew the MABAS 48 membership dues in the amount of \$376.00 was discussed, Trustee Perkins made a motion to approve the renewal of the MABAS 48 dues and was seconded by Trustee Bell; motion passed.

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| Perkins | yes | Mueller | absent | Bell | yes |
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- ❖ Discussion / Approval to make the final payment of \$6,300.00 for the tuition of the EMR and EMTB course with Priority One EMS was discussed, Trustee Bell made a motion to approve the final payment to Priority One EMS and was seconded by Trustee Perkins; motion passed.

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| Perkins | yes | Mueller | absent | Bell | yes |
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- ❖ Discussion / Approval to pay the property taxed in for or in installments was discussed, Trustee Bell made a motion to pay the property tax bill in full in the amount of \$373.04 and was seconded by Trustee Perkins; motion passed.

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| Perkins | yes | Mueller | absent | Bell | yes |
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- ❖ Discussion / Approval to purchase rescue jacks from AEC in the amount of \$11,500 for the New Engine One was discussed, Trustee Perkins made a motion to approve the purchase of the rescue jacks and was seconded by Trustee Bell; motion passed.

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|---------|-----|---------|--------|------|-----|
| Perkins | yes | Mueller | absent | Bell | yes |
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- ❖ Discussion / Approval to accept the FY26 Intergovernmental Agreement or Amendment and Appendix A for the upcoming contract period for medical, dental and vision coverage with

the Local Government was discussed, Trustee Perkins made a motion to accept the agreement and was seconded by Trustee Bell; motion passed.

|         |     |         |     |      |     |
|---------|-----|---------|-----|------|-----|
| Perkins | yes | Mueller | yes | Bell | yes |
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- ❖ Discussion / Approval to enter into a web maintenance agreement with Computer Works from 1 June 2025 through 31 May 2025 for \$50.00 or \$600.00 for the year was discussed, Trustee Perkins made a motion to approve the web maintenance agreement with Computer Works and was seconded by Trustee Bell; motion passed.

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|---------|-----|---------|-----|------|-----|
| Perkins | yes | Mueller | yes | Bell | yes |
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- ❖ Discussion / Approval to pay the interest for the pension error for FF/EMTP Carrigan in the amount of \$79.65 to the Pension Board was discussed, Trustee Perkins made a motion to approve the interest payment and was seconded by Trustee Bell; motion passed.

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| Perkins | yes | Mueller | yes | Bell | yes |
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- ❖ Discussion / Approval for reimbursement of education expenses for Assistant Chief Bolletta per contract in the amount of \$2,410.50 was discussed, Trustee Perkins made a motion to approve the reimbursement and was seconded by Trustee Bell; motion passed.

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

- ❖ Report given by Assistant Chief Self
  - The application period is open and will close on May 19, 2025, at 1600 hours.
  - The board will meet next week to go over all the applications received.

- **PENSION BOARD:**

- ❖ Discussion by Division Chief Bramley
  - Meet tomorrow with a special meeting to approve the pension payment for Carrigan.

- **FOREIGN FIRE INSURANCE BOARD:**

- ❖ Discussion given by Chief Self
  - Had a virtual meeting with Fire Marine.

- **CHIEF SELF'S REPORT**

- Personnel and Committees
  - Application period ongoing.
  - Commissioners approved all dates for testing.
  - Advertised on the Blue Line and online. 7 apps so far.
- Firehouse issues
  - Existing
    - Concrete approaches / Estimates from Langheim and Smith
      - Langheim \$19,272.00 (donation of some labor)
      - Smith \$47,650.00
- Apparatus
  - Current Apparatus
    - T1 Fuel Gauge knocked out, will be replaced (under investigation)

- New Engine 1 arrives in 2025.
  - Virtually met with Fire Marine to see their work
  - Res-q-jack are a demo set.
- Auditor
  - Two firms found getting bids.
    - Sikich only bidder
- 2025 Fire house construction and rehabilitation grant
  - Sent in application on February 24, 2025
  - 350 applications / more than the Small Equipment Grant
- **ASSISTANT CHIEF BOLLETTA'S REPORT**
  - Grants
    - AFG – nothing new to report.
    - NHTSA – nothing new to report
    - IPRF – nothing new to report.
    - OSFM Small Equipment Grant - nothing new to report.
  - Radio System/Radio's/Pagers/Computers
    - Starcom Radios
      - Waiting for radio ID for station alerting radio.
        - Nothing new to report
    - Radios/Pagers maintenance
      - Nothing new to report
  - Administration
    - DOD Skill bridge program
      - The candidate has had his orders changed and is unable to do the program now.
      - Still setting up the program with the DOD.
      - Nothing new to report
  - Apparatus
    - Engine 3
      - Will be repaired this Thursday.
        - Manual pump override.
    - Engine 2
      - It is at Legacy.
        - Tank is out, it is not Poly Bilt or UPF E-One manufactures tanks for a brief period, working on warranty with E-One.
    - Truck 1
      - The new Kussmaul pump is in.
      - Will be repaired on Thursday.
    - 3F29
      - Mirror motor on passenger side going out, will schedule repair.
    - 3F26
      - Gets new front tires at Dugan Oil tomorrow.
    - Brush 2
      - Having issues with the monitor that is mounted on the front. Looking into solutions.

- **DIVISION CHIEF BRAMLEY'S REPORT**

- ESO and IDPH.
- Tanker OPS training May 17<sup>th</sup>
- Large vehicle extrication is May 3, 2025
- EMS License
- AEC-APEX deluxe 4-point system. Rescue Jacks.
- Mako air cascade failed air test today, should be fixed Friday.
- EMS Lead Instructor Class

- **CLOSED SESSION**

- ❖ No closed session during meeting.

- **ADJOURNMENT**

- ❖ Motion to adjourn meeting at 1906 hours was made by Trustee Bell and was seconded Trustee Perkins; motion passed.

|         |     |         |        |      |     |
|---------|-----|---------|--------|------|-----|
| Perkins | yes | Mueller | absent | Bell | yes |
|---------|-----|---------|--------|------|-----|

Minutes by Office Manager Kashima Stotts