

CHATHAM FIRE PROTECTION DISTRICT
BOARD OF TRUSTEE MINUTES
September 23, 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: Division Chief Bramley; Lt. Damhoff; FF/EMT B Bierworth; and Office Manager Stotts.
- ❖ Absent were none.

- **APPROVAL OF PREVIOUS MINUTES**

- ❖ Open session minutes of September 9, 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>09/09/2025</u>	<u>09/23/2025</u>
United Community Bank M/M	\$ 62,124.38	\$ 40,763.70
Bank & Trust M/M	\$ 1,081,338.30	\$ 1,932,189.97
Bank & Trust Pension	\$ 115,964.30	\$ 126,205.96
Bank & Trust Equipment Reserve Fund	\$ 1,408,208.88	\$ 773,028.00
Bank & Trust Real Estate Fund	\$ 507,301.33	\$ 508,525.03
Bank of Springfield CD Investment	\$ 617,204.62	\$ 617,204.62
Bank & Trust Death Benefit Supplement	\$ 20,713.75	\$ 20,760.57
Bank & Trust Foreign Fire Insurance Board	\$ 39,908.69	\$ 39,987.96
Bank & Trust Foreign Fire Insurance Board MM	\$ 35,425.42	\$ 35,495.79
Bank & Trust Donations & Memorial Fund	\$ 3,359.26	\$ 3,411.25
Chatham Fire Department Volunteer Account	\$ 8,314.25	\$ 8,140.42
Bank & Trust Foreign Fire Insurance Board CD	\$ 81,833.12	\$ 81,833.12

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

- ❖ No public comment.

- **OLD BUSINESS:**

- ❖ No old business.

- **NEW BUSINESS:**

- ❖ Discussion / Approval of Vendors List was discussed; Trustee Mueller made a motion to add Kashia Sweets and Tactical Gear.com and was seconded by Trustee Bell; motion passed.

Perkins	yes	Mueller	yes	Bell	yes
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- ❖ Discussion / Approval to pay 2025 Q4 to the Illinois Department of Healthcare and Family Services GEMT in the amount of \$48,627.26 was discussed, Trustee Bell made a motion to approve the 2025 Q4 payment and was seconded by Trustee Perkins; motion passed.

Perkins	yes	Mueller	yes	Bell	yes
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- ❖ Discussion / Approval to approve the payment to Aquatic Protein LLC for an accident that occurred in the amount of \$498.09 was discussed, Trustee Perkins made a motion to approve the payment to Aquatic Protein LLC and was seconded by Trustee Bell; motion passed.

Perkins	yes	Mueller	yes	Bell	yes
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- ❖ Discussion / Approval to approve Ordinance 25-04 Authorizing the Prohibition of Open Burning was discussed, Trustee Mueller made a motion to approve Ordinance 25-04 and was seconded by Trustee Perkins; motion passed.

Perkins	yes	Mueller	yes	Bell	yes
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- ❖ Discussion / Approval to approve an Ordinance Governing Travel, Meal and Lodging Expense Payment and Reimbursement was discussed, Trustee Mueller made a motion to approve the Ordinance and was seconded by Trustee Bell; motion passed.

Perkins	yes	Mueller	yes	Bell	yes
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- ❖ Discussion / Approval to purchase equipment for the new Engine 1 from Ebolt in the amount of \$697.92 was discussed, Trustee Mueller made a motion to approve the purchase of the equipment to outfit the new engine and was seconded by Trustee Bell; motion passed.

Perkins	yes	Mueller	yes	Bell	yes
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- ❖ Discussion / Approval to purchase equipment for the new Engine 1 from Dinges Fire in the amount of \$1,975.00 was discussed, Trustee Mueller made a motion to purchase the equipment to outfit the new engine and was seconded by Trustee Bell; motion passed.

Perkins	yes	Mueller	yes	Bell	yes
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- ❖ Discussion / Approval to purchase equipment for the new Engine 1 from AEC in the amount of \$29,967.00 was discussed, Trustee Mueller made a motion to approve the purchase of the equipment to outfit new engine and was seconded by Trustee Bell; motion passed.

Perkins	yes	Mueller	yes	Bell	yes
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- ❖ Discussion / Approval to purchase equipment for the new Engine 1 from MES in the amount of \$2,915.50 was discussed, Trustee Mueller made a motion to approve the purchase of equipment to outfit the new engine and was seconded by Trustee Bell; motion passed.

Perkins yes Mueller yes Bell yes

- ❖ Discussion / Approval to purchase equipment for the new Engine 1 from MACs in the amount of \$15,343.00 was discussed, Trustee Mueller made a motion to approve the purchase of equipment to outfit new engine and was seconded by Trustee Bell; motion passed.

Perkins yes Mueller yes Bell yes

- ❖ Discussion / Approval to purchase new computers for the following members that will no longer receive updates: AHATC, DC Bramley, Shift 1 and Shift 3 from LRS in the amount of \$5,480.00 was discussed, Trustee Bell made a motion to approve the computer purchase from LRS and was seconded by Trustee Perkins; motion passed.

Perkins yes Mueller yes Bell yes

- ❖ Discussion / Approval to purchase from Sunny Communications LLC, six (6) Motorola portable radios, complete kit in the amount of \$1,975.00 and six Motorola speaker mics in the amount of \$175.00 for a total of \$12,952.69 was discussed, Trustee Mueller made a motion to approve the purchase of Motorola radios and speakers and was seconded by Trustee Bell; motion passed.

Perkins yes Mueller yes Bell yes

- ❖ Discussion / Approval to purchase one thousand personalized bags for Fire Prevention Week from Promos 911 in the amount of 0.59 cents each with shipping for a total of \$641.02 was discussed, Trustee Perkins made a motion to approve the purchase of the Fire Prevention bags and was seconded by Trustee Bell; motion passed.

Perkins yes Mueller yes Bell yes

- ❖ Discussion / Approval to make a payment to Sikich for 2024-2025 fiscal year audit in the amount of \$14,000.00 was discussed, Trustee Mueller made a motion to approve the payment to Sikich and was seconded by Trustee Bell; motion passed.

Perkins yes Mueller yes Bell yes

- ❖ Discussion / Approval to renew Microsoft Office 365 Business Standard for 28, 1 user subscription license and 1 user exchange online license for a total of \$4,633.00 was discussed, Trustee Perkins made a motion to approve the renewal of Office 365, the subscription license and online exchange license and was seconded by Trustee Bell; motion passed.

Perkins yes Mueller yes Bell yes

- ❖ Discussion / Approval to purchase replacement stock clothing items and clothing items for all department members in need of replacements from DNR Apparel in Virden and Leon Uniform in an amount not to exceed \$1,500.00 was discussed, Trustee Mueller made a motion to approve the clothing purchases and was seconded by Trustee Bell; motion passed.

Perkins	yes	Mueller	yes	Bell	yes
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- ❖ Discussion / Approval to appoint a new Records Retention Office / Administration to be in charge of archiving records in compliance with the state Record Retention and the Local Records Act that was passed in 1962 for local and government agencies to legally dispose of their records was discussed,

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

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

- **PENSION BOARD:**

- ❖ Discussion by Lt. Damhoff
 - Discussion on Charles Schwab accounts that are still existing.
 - And we are working on moving money.

- **FOREIGN FIRE INSURANCE BOARD:**

- ❖ Discussion given by Lieutenant Faloon, FF/EMTP Suhling
 - Need to make the 10% down payment to Fire Marine. FFIB will reimburse the funds after the final payment has been made.

- **CHIEF SELF'S REPORT**

- Personnel and Committees
 - Current employees (approved classes)
 - Carrigan and Stults are going to IFSI this week for Advanced Firefighter
 - Stanfield to O'Fallon for Fire Inspector Safety Officer class 11/3-11/5
 - Recruits
 - Academy is half over; all recruits are doing well.
 - Chief's day is 10/3.
- Firehouse issues
 - Existing
 - New
 - Looking at ideas and needs
 - Need to know what administrative areas we need to include!
 - Survey given to trustees.
 - I need to discuss it at 10/14 meeting.
 - Equipment needs for new house
 - Engine \$1,000,000+
 - Brush Truck \$250,000
 - Tanker \$600,000
 - Ambulance \$500,000
 - EMS vehicle? \$85,000
- Computers
 - Looking to purchase two iPads with cellular for inspections and reporting from communications budget
- Apparatus
 - Current Apparatus
 - 3F27 involved in an accident.

- Waiting for invoice for repair of other vehicle
 - New apparatus equipment
 - New Engine 1 arrives in 2025.
 - Need to write the 10% check for \$5610.80 to Fire and Marine to begin the retrofitting for equipment.
 - FFIB will reimburse the district for all expenses incurred.
 - Grants
 - Submitted a Fire Prevention grant application for a new sign out front.
 - Submitted AFG grant for exhaust removal.
 - No grants announced as of 9/23
 - Miscellaneous
- **ASSISTANT CHIEF BOLLETTA'S REPORT**
 - Grants
 - AFG – Nothing new to report.
 - NHTSA
 - Work will start soon.
 - IPRF - Nothing new to report.
 - DECO- Nothing new to report
 - Radio System/Radio's/Pagers/Computers
 - Starcom Radios
 - Waiting for radio ID for station alerting radio.
 - ID obtained and registered.
 - Will be working on a new portable radio policy for the department.
 - Nothing new to report
 - Station Radio Antenna's
 - GTSI will be here on Oct 8 to remove the non-used antennas from the roof.
 - Training
 - Nothing new to report.
 - Administration
 - DOD Skillbridge Program
 - Nothing new to report.
 - Apparatus
 - Engine 1
 - Engine 2
 - Engine 3
 - Truck 1
 - (Nothing new to report) Lighting is on order working with Mac's for the proper spec.
 - 3F26
 - Repairs completed by dealer.
 - 3F27
 - Mirror repaired in-house by FF Suhling
 - New front tires have been installed.
 - Exhaust pressure sensor replaced at Shultz.
 - 3F28
 - Now leaving Oct 1.
 - 3F29
 - All tires replaced
 - Brush 1
 - Brush 2

- (Nothing new to report) Working with Elkhart Brass on a better solution for monitor, more info soon. 360gpm nozzle currently installed.
 - Utility 1
 - Utility 2
- Other

- **DIVISION CHIEF BRAMLEY'S REPORT**

- October 1, 2025, is the ESO Training
- Grain Bin training course was held on Saturday September 20, 2025.
- Roof trainer is here to start roof training operations.
- Hazmat refresher will be held on November 1, 2025, would the district be interested in providing lunch?

- **CLOSED SESSION**

- ❖ No closed session.

- **ADJOURNMENT**

- ❖ Motion to adjourn meeting at 1848 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