

CHATHAM FIRE PROTECTION DISTRICT
BOARD OF TRUSTEE MINUTES
February 10, 2026

- **CALL TO ORDER**

- ❖ Meeting was called to order at 1730 hours.

- **ROLL CALL**

- ❖ Present were Trustee Perkins, Trustee Bell; Chief Self; Assistant Chief Bolletta; Division Chief Bramley; Office Manager Stotts; Lt. Follis; FF/EMT P Tatge, Vrchota, and Attorney Jim Sinclair.
- ❖ Absent were: Trustee Muller attended via remote.

- **APPROVAL OF PREVIOUS MINUTES**

- ❖ Open session minutes of January 27, 2026 were presented for approval. Motion to approve the minutes was made by Trustee Bell seconded by Trustee Perkins; motion passed.

Perkins	yes	Mueller	absent	Bell	yes
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- **TREASURERS REPORT**

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

	<u>01/27/2026</u>	<u>02/10/2026</u>
United Community Bank M/M	\$ 54,569.78	\$ 78,640.09
Bank & Trust M/M	\$ 835,731.58	\$ 763,166.64
Bank & Trust Pension	\$ 887,627.83	\$ 892,797.78
Bank & Trust Equipment Reserve Fund	\$ 779,401.26	\$ 711,709.00
Bank & Trust Real Estate Fund	\$ 512,717.57	\$ 512,717.57
Bank of Springfield CD Investment	\$ 623,651.24	\$ 628,851.68
Bank & Trust Death Benefit Supplement	\$ 20,931.73	\$ 20,931.73
Bank & Trust Foreign Fire Insurance Board	\$ 37,768.40	\$ 37,050.80
Bank & Trust Foreign Fire Insurance Board MM	\$ 35,798.22	\$ 35,871.78
Bank & Trust Donations & Memorial Fund	\$ 3,627.22	\$ 3,627.22
Chatham Fire Department Volunteer Account	\$ 7,398.69	\$ 7,398.69
Bank & Trust Foreign Fire Insurance Board CD	\$ 83,566.57	\$ 83,566.57

- **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:**

- ❖ Discussion and education from Attorney Jim Sinclair on fire station construction.
- ❖ Discussion on de-annexations to Springfield and following up on the status with Attorney Jim Sinclair.
- ❖ Discussion by Chief Self, FF/EMTP Maul is now a fully qualified Paramedic and has fulfilled all probationary obligations to the department.

- **OLD BUSINESS:**

- ❖ No old business.

- **NEW BUSINESS:**

- ❖ Discussion / Approval of Vendors List was discussed; Trustee Mueller made a motion to approve the new vendor additions and was seconded by Trustee Bell; motion passed.

Perkins	yes	Mueller	absent	Bell	yes
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- ❖ Discussion / Approval to purchase a vehicle exhaust removal system for the bay using grant funding was discussed, Trustee Perkins made a motion to approve the exhaust removal system and was seconded by Trustee Bell; motion passed.

Perkins	yes	Mueller	absent	Bell	yes
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- ❖ Discussion / Approval to renew the Malwarebytes Centralized cloud-based Management for End Point Real Time protections in the amount of \$720.00 with Levi Ray and Shoup was discussed, Trustee Perkins made a motion to approve the renewal of the Malwarebytes with LRS and was seconded by Trustee Bell; motion passed.

Perkins	yes	Mueller	absent	Bell	yes
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- ❖ Discussion / Approval of the Levy, Debit Service and Truth in Taxation Confirmation Levy Report for the 2025 Tax Levy Report for payable taxes in 2026 was discussed. Trustee Perkins made a motion to approve the Levy and was seconded by Trustee Bell; motion passed.

Perkins	yes	Mueller	absent	Bell	yes
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- ❖ Discussion / Approval to update the AV system in the conference room due to ongoing technical issues, in the amount of \$3,307.75 with Third Wave Date Comm/Inc. was discussed, Trustee Perkins made a motion to approve the update to the training room AV system and was seconded by Trustee Bell; motion passed.

Perkins	yes	Mueller	absent	Bell	yes
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- ❖ Discussion / Approval to purchase Sensit Sensors in the amount of \$620.00 was discussed, Trustee Perkins made a motion to approve the purchase of \$620.00 to upgrade the current Sensit Sensor meter to a 4-gas meter and was seconded by Trustee Bell; motion passed.

Perkins	yes	Mueller	absent	Bell	yes
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- ❖ Discussion / Approval to renew the agreement with Sangamon County Dispatch System was discussed, Trustee Perkins made a motion to approve the agreement with Sangamon County and was seconded by Trustee Bell; motion passed.

Perkins	yes	Mueller	absent	Bell	yes
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- ❖ Discussion / Approval to accept the agreement with Local 4490 to pay the cost for lodging, fuel and per diem associated with in person learning for Hunter Voss's paramedic course in Lafayette, Indiana was discussed, Trustee Perkins made a motion to accept the agreement

with Local 4490 for in-person learning for Hunter Voss and was seconded by Trustee Bell; motion passed.

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

- ❖ Report given by Chief Self
 - Promotional testing has started for the lieutenant's promotional process.
 - Just a follow up that we still have names out our current hire list.

- **PENSION BOARD:**

- ❖ Discussion by Division Chief Bramley
 - Transferred \$850,000.00 to the accountants.
 - Bone put in a pension request to withdraw his funds and was approved at the last meeting.
 - We have increased the funding for covering retiree payout to \$40,000.00.

- **FOREIGN FIRE INSURANCE BOARD:**

- ❖ Discussion given by Chief Self
 - Discussion on purchasing ice water rescue suits with ice water training provided.

- **CHIEF SELF'S REPORT**

- Personnel and Committees
 - Current employees
 - [AHA cell phone procured!](#)
 - Recruits
 - [Brock Rogers started 2/9/26.](#)
 - New hiring
- Training
- Firehouse issues
 - Existing
 - [What to do with E1 or another engine](#)
 - [Safety house](#)
 - New
 - Looking at ideas and needs
 - Equipment needs for new house
 - Engine \$1,200,000↑- [2028-2029.](#)
 - Brush Truck \$300,000 ↑- [2028-2029](#)
 - Tanker \$700,000- [2027-2028](#)
 - Ambulance \$500,000- [3F27 refurb- 2027-2028](#)
 - EMS vehicle? \$85,000
- Apparatus
 - Current Apparatus
 - New apparatus equipment
- Equipment
- Grants
 - Working on the Highway Safety Plan (Safe Streets for All grant \$120,000)
 - Joe is working with exhaust extraction manufacturers (AFG grant \$90,909)
- Miscellaneous
 - Strategic Plan update

- **ASSISTANT CHIEF BOLLETTA'S REPORT**

- Grants

- AFG – In progress.
- NHTSA - In progress
- IPRF – Awarded \$14,628 for 2026.
- OSFM – In progress.

- Radio System/Radio's/Pagers/Computers

- Starcom Radios
- Waiting on radio ID for station alerting radio.
 - Programming completed
- Will be working on a new portable radio policy for the department.
- GTSI tower climb
- All equipment in the shack is at end of life and non-serviceable.
- Tower climb did not happen do to wind.
- Tower climb for removal will be scheduled at some point.

- Training

- Nothing new to report.

- Administration

- DOD Skillbridge Program - Nothing new to report.
- PTO is looking to do a fundraiser. Raffle off a ride to school in a fire engine.
- Nothing new to report

- Apparatus

- Engine 1 – Went in-service 2/1, Issue with the arrow stick, Legacy will repair when they come back down for Trk 1
- Engine 2 – Currently is in reserve status, cord reel needs repaired.
- Engine 3 –
- Truck 1 – Aerial is Out of Service. Can be used as an engine. Scene lights are back and install is almost complete. Hydraulic motor was removed for rebuilt. Element services loaned us a skid steer to help.
- 3F26 – Power window was repaired @ Westown Ford
- 3F27 – Will go in for service soon. Light on and shake in front end.
- 3F28 – @ MacQueen for remount, nothing new to report.
- 3F29 – Recall on computer system, recall currently on hold.
- Command 1 – Working thru electrical issues.
- Brush 1 –
- Brush 2 -
- Utility 1 -
- Utility 2 -
- Gator –

- Other

- Open House October 3rd
- Fire Prevention Week is "Charge into Fire Safety": Li Ion batteries in your home.
- Idea's?

- **DIVISION CHIEF BRAMLEY'S REPORT**

- ❖ Drivers training simulator will be here at the end of the month.
- ❖ We will have draft training with Tyler Sexton later this year.
- ❖ On the 24th in Barrington they will be holding an EMS billing course via zoom with EMS MC.
- ❖ Do you have any questions regarding the onboarding training packet that was given to review the previous meeting?

- **OFFICE MANAGER STOTTS REPORT**

- QuickBooks had an error we were able to resolve with Brian Bates, unfortunately it cost the district, but we did not have a ton of down time. QB's support got back to me on 2/6 so thankfully he was able to repair the errors (they still had no idea how to fix them) but the ticket with them is now closed.
- Open enrollment for Health Insurance is May 1, 2026
- Osha tracking reporting has been completed and 300A has been posted as required.
- As the district's designee I have completed my annual Open Meetings and FOIA training
- Submission of Economic Interest Filers have been submitted deadline May 1, 2026.
- Still waiting to hear back from Illinois Public Risk Fund – For Workers Compensation Audit, sent another email today asking for their availability.
- Training that we have accomplished.
 - Records Retention – started.
 - Reconciling of accounts – knows well and can be done with minimal or no guidance.
 - AHA Invoicing - knows well and can be completed with minimal guidance.
 - Monthly Billing – knows well and can be completed with minimal guidance.
 - Payroll – Mrs. Julie processed last payroll no issues.
 - Fuel receipt data entry – completes no guidance.
 - Working on converting a profit and loss / budget report into one living document – document has been built we are filling in a few items that were of the unknown – will work with Chief.
 - District Meeting and Commissioners Meeting preparation
 - We have discussed meeting preparation; district meetings are a little more complex – Mrs. Julie will be processing the Commissioners meeting.

- **CLOSED SESSION**

- ❖ No closed session during meeting.

- **ADJOURNMENT**

- ❖ Motion to adjourn meeting at 1927 hours was made by Trustee Bell and was seconded Trustee Perkins; motion passed.

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