

CHATHAM FIRE PROTECTION DISTRICT
BOARD OF TRUSTEE MINUTES
August 25, 2026

- **CALL TO ORDER**

- ❖ Meeting was called to order at 1732 hours.

- **ROLL CALL**

- ❖ Present were Trustee Perkins, Trustee Mueller; Trustee Bell; Chief Self; Assistant Chief Bolletta Division Chief Bramley; Lt. Damhoff; FF/EMT P Bose; and Office Manager Kashima Stotts.
- ❖ Absent were: none

- **APPROVAL OF PREVIOUS MINUTES**

- ❖ Open session minutes from August 11, 2026, were presented for approval. Motion to approve the minutes was made by Trustee Mueller and was 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 with corrections.

	<u>08/11/2026</u>	<u>08/25/2026</u>
United Community Bank M/M	\$ 70,899.07	\$ 86,991.43
Bank & Trust M/M	\$ 2,636,297.78	\$ 7,702,332.19
Bank & Trust Pension	\$ 116,427.54	\$ 110,678.93
Bank & Trust Equipment Reserve Fund	\$ 368,602.11	\$ 361,983.72
Bank & Trust Real Estate Fund	\$ 374,093.65	\$ 374,387.96
Bank of Springfield CD Investment	\$ 636,302.01	\$ 638,151.76
Bank & Trust Foreign Fire Insurance Board	\$ 33,606.89	\$ 21,683.25
Bank & Trust Foreign Fire Insurance Board MM	\$ 36,321.28	\$ 36,321.28
Bank & Trust Donations & Memorial Fund	\$ 5,140.67	\$ 4,666.21
Chatham Fire Department Volunteer Account	\$ 11,634.22	\$ 11,509.06
Bank & Trust Foreign Fire Insurance Board CD	\$ 85,307.73	\$ 85,307.73

- **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:**

- ❖ Discussion from Local 4490 President Ryan Damhoff asking for the board would be interested in scheduling date for contract negotiations, we would like to schedule dates and times. Trustee Perkins discussed working on those dates and times with the Fire Chief after the district meeting.

- **OLD BUSINESS:**

- ❖ No old business.

- **NEW BUSINESS:**

- ❖ Discussion / Approval of Vendors List there are no new vendors to add at this time.

- ❖ Discussion / Approval to submit a 90-day notice to EMSMC for December 1, 2026, severance was discussed, Trustee Mueller made a motion to submit the 90-day letter to EMSMC and was seconded by Trustee Bell; motion passed.

Perkins	yes	Mueller	yes	Bell	yes
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- ❖ Discussion / Approval to make a payment for invoice 214205 to Sikich in the amount of \$7,829.00 was discussion 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
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- ❖ Discussion / Approval to transfer the following budgeted funds from the General Money Market Fund with Bank & Trust to the Equipment Reserve Fund in the amount of \$500,000.00 and the Real Estate Reserve Fund in the amount of \$200,000.00 was discussed, Trustee Muelle made a motion to approve the transfers of funds from the Money Market Fund to the Equipment and Real Estate Fund and was seconded by Trustee Bell; motion passed.

Perkins	yes	Mueller	yes	Bell	yes
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- ❖ Discussion / Approval to make a payment to Carle Hospital in the amount of \$3,135.64 for FF/EMTB Brian Kerr claim was discussed, Trustee Mueller made a motion to approve the payment of the claim for Brian Kerr and was seconded by Trustee Bell; motion passed.

Perkins	yes	Mueller	yes	Bell	yes
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- ❖ Discussion / Approval of to make a payment to the Sangamon County Emergency Telephone System Department for the 3rd installment in the amount of \$33,419.20 was discussion, Trustee Mueller made a motion to pay the 3rd installment to the Sangamon County Emergency 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 Chief Self

- Met and approved three candidates to move forward in the lieutenant's promotional process. September 9, 2026, will be the Oral interviews.

- **PENSION BOARD:**

- ❖ Discussion by Division Chief Bramley

- Discussion with the board on the FF Pension Fund statement.

- **FOREIGN FIRE INSURANCE BOARD:**

- Discussion given by FF/EMTP Suhling

- The iPad mounts were ordered as well as the keyboards.

- **CHIEF SELF'S REPORT**

- Personnel and Committees
- Current employees
 - New hiring
- Training
 - Live burn training coming up in Sept, Oct, and Nov. IFSI
- Firehouse issues
 - Existing
 - Doors and lettering on front of firehouse
 - Do we want to purchase now to lock in price and install after paint?
 - Painting of doors will be in-house.
- New
 - We are reviewing ideas and identifying needs.
 - We are evaluating potential sites.
- 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 - 2028-2029
 - EMS vehicle? \$85,000
- Apparatus
 - Current Apparatus
 - Need to decide what to do with old Engine 1.
 - Would like to schedule Truck 1 for a refurb in early 2027. Will have to be an RFP.
- Equipment
- Grants
 - We submitted a FEMA Fire Safety Grant application. (waiting)
 - We are working on the Highway Safety Plan as part of the Safe Streets for All grant.
 - We have plenty of funds left. Working with Sangamon County on crash data. Will ask for a review of the plan after finishing it by. This will incur cost, but the grant covers it.
 - The exhaust extraction system installation is complete, waiting for a new motor.
 - We were awarded an IDOT grant application for an electronic alerting system (HAAS).
- Miscellaneous
 - Sangamon County is looking to move to a digital paging system. Will possibly need to alter the department paging systems.
 - Looking to start a fall prevention program for seniors along with the AHATC coordinator. Example of agenda and program provided. If we get the fire prevention grant, costs for this will be rolled into that.
 - First Due conference referenced in email last week.
 - Billing Company: Want to sever ties with current company on 12/1. Will need to advise by 9/1/2026, letter in Mr. Perkins packet. Sinclair added some edits.
 - Radio payment 3 of 5 paid to SCCDS tonight. After 5 years we are on the hook for subscriber fees. The 2029-2035 rate is \$18.00 per radio. We own 59 radios. Monthly fee: \$1062.00, yearly: \$12,744.00 if we have all radios active. We will be on the regular StarCom rate schedule after, around \$30,000.00/yr. estimated.

- Closed
 - No update on the topic from last meeting
- **ASSISTANT CHIEF BOLLETTA'S REPORT**
- Grants
 - AFG – In progress.
 - NHTSA - In progress
 - IPRF - In-Progress. **Gear Dryer was rejected. Will be getting a quote for another tablet for the ambulance.**
 - OSFM –
 - IDOT – **Shows we were awarded waiting on more information.**
 - DECCO –In-Progress - **Currently researching cardiac monitors.**
- Radio System/Radio's/Pagers/Computers
 - Starcom Radios
 - Will be working on a new portable radio policy for the department.
- 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.
 - **Will be 1 winner from each elementary school, tentatively ride will be in 0715 on Sept 22, 23, and 24.**
- Apparatus
 - Engine 1 – In-Service
 - Engine 2 – **At Spaeth Welding for repair. Still will be at least two weeks.**
 - Engine 3 – In-Service
 - Truck 1 – **Out of Service at Lockwood Repair for rebuild of bucket leveling rams.**
 - Tanker 1 – In-Service
 - 3F26 – In-Service
 - 3F27 – In-Service
 - 3F28 – **Processing with state now.**
 - 3F29 – In-Service
 - Command 1 – In-Service. Body work scheduled
 - Brush 1 - In-Service
 - Brush 2 – In-Service
 - Utility Vehicles – In-Service

Other

- **MagneGrip – Installation is 80% complete. Blower motor that was installed has issues and they will be replacing it. Spoke with Magnegrip and they are waiting for the blower motor to come in.**
- **DIVISION CHIEF BRAMLEY'S REPORT**
 - Working with the Billing company to get the past refund packets
 - Working to get a copy of the department's Medicare/Medicaid license
 - Fall light and fights.
 - RTF training OCT 12th 1830hrs.
- **OFFICE MANAGER STOTTS REPORT**
 - Reissued the payment for two of the unclaimed / uncleared checks Primo Design and Operators once the newly issued checks clear, we will void the old check that was not received. We did get

undeliverable letters sent back from Estes Bridgewater and Ogden and Archibald Parker so I will submit them as unclaimed with the state.

- We need to place an order with UCB bank for checks.
- Still working on the records retention - scanning current documents for records retention; new goal is to get all office documents scanned then work on upstairs files.
- Nothing new on our submission to Illinois Treasurer ICash for the \$479.20 owed to the District since I submitted the last requested information on July 29, 2026.
- Christmas party planning committee will meet on Wednesday.
- Office Manager & Admin Training continues daily.

- **CLOSED SESSION**

- No closed session during meeting.

- **ADJOURNMENT**

- ❖ Motion to adjourn meeting at 1815 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