

CHATHAM FIRE PROTECTION DISTRICT
BOARD OF TRUSTEE MINUTES
June 10, 2025

- **CALL TO ORDER**

- ❖ Meeting was called to order at 1734 hours.

- **ROLL CALL**

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

- **APPROVAL OF PREVIOUS MINUTES**

- ❖ Open session minutes of May 27, 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>05/27/2025</u>	<u>06/10/2025</u>
United Community Bank M/M	\$ 151,873.48	\$ 146,238.48
Bank & Trust M/M	\$ 1,187,515.77	\$ 1,1001,087.45
Bank & Trust Pension	\$ 84,108.95	\$ 87,462.90
Bank & Trust Equipment Reserve Fund	\$ 951,139.99	\$ 951,139.99
Bank & Trust Real Estate Fund	\$ 797,266.90	\$ 797,266.90
Bank of Springfield CD Investment	\$ 605,687.41	\$ 605,687.41
Bank & Trust Death Benefit Supplement	\$ 20,583.78	\$ 20,583.78
Bank & Trust Foreign Fire Insurance Board	\$ 43,031.01	\$ 40,352.26
Bank & Trust Foreign Fire Insurance Board MM	\$ 35,203.12	\$ 35,275.46
Bank & Trust Donations & Memorial Fund	\$ 1,665.69	\$ 1,665.69
Chatham Fire Department Volunteer Account	\$ 5,741.42	\$ 5,741.42
Bank & Truste Foreign Fire Insurance Board CD	\$ 80,989.10	\$ 80,989.10

- **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 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 add Jerry's Transmission to the vendors list and was seconded by Trustee Mueller; motion passed.

- ❖ Discussion / Approval to transfer from the General Account budgeted funds to the Equipment Reserve Account was discussed, Trustee Muller made a motion to approve the transfer of \$250,000.00 to the Equipment Reserve Account and was seconded by Trustee Bell; motion passed.

Perkins	yes	Mueller	yes	Bell	yes
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- ❖ Discussion / Approval to sign FF / SMT Stanfield up as a member of the International Association of Arson Investigators in the amount of \$100.00 was discussed, Trustee Muller made a motion to approve the \$100.00 membership for Stanfield and was seconded by Trustee Bell; motion passed.

Perkins	yes	Mueller	yes	Bell	yes
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- ❖ Discussion / Approval for FF/EMT Stanfield to attend the Fire Investigator Safety course in O'Fallon at O'Fallon Fire Department, November 3, 2025, through November 5, 2025, in the amount of \$450.00 for a member was discussed, Trustee Mueller made a motion to approve Stanfield to attend the Fire Investigator course and was seconded by Trustee Bell; motion passed.

Perkins	yes	Mueller	yes	Bell	yes
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- ❖ Discussion / Approval to renew the one-year agreement for Fortinet 60F Firewall Hardware in the amount of \$495.00 with Levi, Ray and Shoup, Inc was discussed, Trustee Mueller made a motion to renew the Fortinet Agreement and was seconded by Trustee Bell; motion passed.

Perkins	yes	Mueller	yes	Bell	yes
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- ❖ Discussion / Approval to pay for hotel accommodation for Division Chief Bramley was removed from the agenda according to his request.

- ❖ Discussion / Approval to accept the public donation in the amount of \$1000.00 from United Community Bank was discussed, Trustee Mueller made a motion to accept the donation 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
 - Recruit testing has begun, 12 completed the written examination and 11 will be moving on.
 - Will conduct interviews June 12, 17 & 18th.
 - Will be collecting preference points for members following interviews.

- A special meeting will be held on July 7, 2025, to finalize the list of candidates.
- **PENSION BOARD:**
 - ❖ Discussion by Division Chief Bramley / Lt. Damhoff
 - Agreed to pay for their portion of the annual audit.
 - Discussed moving approximately \$60K up north.
 - Will work on scheduling the Nyhart actuarial.
- **FOREIGN FIRE INSURANCE BOARD:**
 - ❖ Discussion given by Lt. Damhoff
 - Meet on Friday\.
 - Discussed and approved ordering new IPADs for the rigs for report writing.
 - Discussed straps for hose loads.
 - Discussed purchasing steak knives.
 - Working on organization for next engine.
- **CHIEF SELF'S REPORT**
 - Personnel and Committees
 - Recruit.
 - The test was given 6/7 results pending.
 - Interview on 6/17-6/18
 - Lt Testing
 - 1-year notice sent out on 6/2
 - Firehouse issues
 - Existing
 - Recliners cleaned on 6/2.
 - New pads being poured 6/11.
 - New
 - Looking at ideas and needs
 - Need to know what administrative areas we need to include.
 - Going out to look at recent firehouse construction projects
 - Visiting Godfrey and Edwardsville 6/11
 - Visiting Washington County EMS on 7/17
 - Equipment
 - Engine \$1,000,000
 - Brush Truck \$100,00
 - Tanker \$500,000
 - Ambulance \$500,000
 - EMS vehicle \$85,000
 - Apparatus
 - Current Apparatus
 - T1 Fuel Gauge knocked out, will be replaced.
 - New Engine 1 arrives in 2025.
 - Will need to acquire some equipment.
 - Grants
 - Looking to submit a Fire Prevention grant application for new sign out front
- **ASSISTANT CHIEF BOLLETTA'S REPORT**
 - Grants

- AFG – We are still in the running more to follow soon.
- NHTSA – Updated information for NHTSA, more to follow.
- 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
- Training
 - Nothing new to report
- Administration
 - DOD Skill bridge program
 - The candidate's orders changed, and they can no longer participate.
 - Moving forward with the process to establish a program with the DOD
- Apparatus
 - Engine 3
 - Nothing new to report
 - Waiting on parts.
 - Manual pump override.
 - Engine 2
 - It is at Legacy.
 - The tank is repaired.
 - Failed pump testing vacuum leak.
 - Truck 1
 - Air system repaired at Lockwood repair today.
 - 3F29
 - Mirror motor on passenger side going out, will schedule repair.
 - 3F26
 - Issue with front suspension, Legacy is working through the warranty with Braun and Liquid Spring.
 - 3F27
 - The rear touch screen is failing.
 - No longer in production, trying to source a used one.
 - \$5,000 to upgrade and replace through Horton.
 - Brush 2
 - Having issues with the monitor that is mounted on the front. Looking into solutions.
- **DIVISION CHIEF BRAMLEY'S REPORT**
 - Fit testing has been completed for the department for our annual requirement.
 - IDPH issue has completely resolved, I ran reports this month with no issues.
 - NFIRS is backed up on a thumb drive and in ESO due to it no longer going to be an available platform come December 31, 2025.
 - I would like to add Tricia Bierworth as a PHTLS instructor, the class fee is \$65.00 and \$15.00 for the card.
 - Vector training will be held on the 24th of June for some administrative training.

- **CLOSED SESSION**

- ❖ No closed session during meeting.

- **ADJOURNMENT**

- ❖ Motion to adjourn meeting at 1824 hours was made by Trustee Mueller and was seconded Trustee Bell; motion passed.

Perkins yes

Mueller yes

Bell yes

Minutes by Office Manager Kashima Stotts