

**Germantown Hills Fire Protection District
313 Prairie Avenue
Germantown Hills, IL 61548
309-383-4890**

August 2, 2022 6:00 p.m.

Germantown Hills Fire Protection District Board:

Present:

Christopher Lee, President
Brian Christensen, Treasurer (Electronic)
Kelly Thannum, Secretary

Absent:

Officers also present:

Chip Wilmot, Fire Chief
Mark Shaw, Asst. Chief
Chad Dawson, Asst. Chief
Lonnie Beckwith, Asst. Chief
Jed Bauman, EMT

Absent:

Ryan Williamson, Division Chief/Administrator
Jai Windish, Division Chief-EMS

1. Call to Order and Roll Call- President Christopher Lee called the regular meeting to order at 6:03 p.m. and roll call was taken.

2. Approval of Minutes-The minutes from the last meeting were reviewed.

- a) **Regular Meeting of July 5, 2022-**A motion was made by Christopher Lee to approve the regular meeting minutes from July 5, 2022. The motion was seconded by Kelly Thannum. All yeas and no nays. **Motion passed #1.**

3. Public Comment on Agenda Items and Non-Agenda Items-None

4. Officers Report

Chief Wilmot gave the run report and equipment report. Medic 1 had a tie rod fixed. The August training will be on fire extinguishers and hand tools. Chip noted there's no current update on 1602's replacement. Chip noted the three shipping containers arrived at the new training site at Williams Brothers Construction's property on Lourdes Road. The district is working to develop plans for the burn cell portion of the containers that they will burn in, as well as develop plans for the SCBA maze portion of the containers. They continue to work on the details of the agreement.

Mark Shaw noted they are working on the build out of the shipping containers. Mark stated a person is starting EMT training in Springbay. He noted at the EMA meeting he did a presentation on drones and they may do a drone training night.

Lonnie Beckwith stated they are working on a drying rack and putting together a list of maintenance items if anyone has anything to add.

Chad Dawson gave an update on the new software and we have a signed contract for image trend.

Kelly Thannum asked if the district had a long-term plan.

Chip Wilmot noted he can provide a copy of major capital purchases plan.

Kelly Thannum asked if the job descriptions were complete. Chip Wilmot still needs to check with Ryan Williamson.

Christopher Lee asked how often the district revisits the operating guidelines as some need to be updated and feels there is value in updating them. This will need to be a future discussion.

5. Old Business

- a) **Discussion and possible action for employee compensation-Brian Christensen** noted he needs to have further discussion with Jai Windish so this will be deferred until next month.

Christopher Lee asked for feedback from Jai Windish and Ryan Williamson on the things the department is trying to do in order to be in a position to get and maintain good talent.

6. New Business

- a) **Discussion and possible action regarding purchase of Starcom radio equipment for interoperability with several neighboring departments.**

Chip Wilmot reported on the radio equipment needs and that the department may need to switch to Starcom sooner as it is equipment we have to have.

Kelly Thannum asked if we could get two bids.

This will be deferred until next month and the budget will be reviewed to confirm funding.

- b) **Discussion and possible action regarding documented annual organization matters of the Germantown Fire Protection District as per counsel of Klein, Thorpe, and Jenkins. (Appointed Officers of the Board and salaries were set in May.)**

i. Appointments and Approval of Salaries (current salaries and appointees shown in parentheses)

1. Chip Wilmot – Fire Chief (\$7,200)

2. Mark Shaw – Assistant Chief (\$5,100)
3. Chad Dawson – Assistant Chief (\$5,100)
4. Lonnie Beckwith – Assistant Chief (\$5,100)
5. Ryan Williamson, Division chief/Administration
6. Jai Windish, Division Chief – EMS
7. Attorney (Klein, Thorpe, & Jenkins)
8. Accounting (Phillips, Salmi, & Associates, LLC)
9. Freedom of Information Act Officer (Ann Sasso)
10. Open Meetings Act Designee (Ann Sasso)

ii. Adopt Schedule of Regular Meetings (currently 1st Tuesday of month at 6 p.m.)

iii. Select Depository of District Funds (currently CEFCU, Heartland Bank, Schwab)

iv. District Membership and Associations

1. Illinois Fire Protection District
2. Illinois Fire Chiefs Association

A motion was made by Christopher Lee to approve the documented annual Organization matters of the Germantown Fire Protection District as per counsel of Klein, Thorpe, and Jenkins. (Appointed Officers of the Board and salaries were set in May.) The motion was seconded by Brian Christensen. All yeas and no nays. **Motion passed #2.**

The memberships will be addressed at the next meeting once they are confirmed.

7. Human Resources-None

8. Treasurer Report

a) Presentation of bills and payment of bills

A motion was made by Christopher Lee to approve the payment of the bills. The motion was seconded by Kelly Thannum. All yeas and no nays. **Motion passed #3.**

b) Review of Financials

The board discussed.

9. Secretary Report

a) Review upcoming key dates, submissions and annual schedule of activities

The minutes have been posted to the website. The annual schedule of activities was reviewed.

- b) **Review matters to be placed on the agenda for the next meeting**
The items for the next agenda were discussed.

10. Correspondence-None

11. Meeting Schedule-The next meeting is on September 6, 2022 at 6:00 pm.

12. Adjournment-A motion was made by Christopher Lee to adjourn the meeting at 7:21 p.m. The motion was seconded by Kelly Thannum. All yeas and no nays. **Motion passed #4.**

Ann Sasso, Administrative Clerk