

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

December 5, 2023, 6:00 p.m.

Germantown Hills Fire Protection District Board:

Present:

Christopher Lee, President
Kelly Thannum, Secretary

Absent:

Bruce Mathes, Treasurer

Officers/Staff also present:

Chip Wilmot, Fire Chief (6:47 p.m.)
Mark Shaw, Asst. Chief (6:17 p.m.)
Jai Windish, Division Chief-EMS
Chad Dawson, Asst. Chief

Absent:

Ryan Williamson, Division Chief/Administrator
Kevin Meyer, Asst. Chief

- 1. Call to Order and Roll Call-** Christopher Lee called the regular meeting to order at 6:00 p.m. and roll call was taken.
- 2. Approval of Minutes-**The minutes from the last meeting were reviewed.
 - a) Regular Meeting of November 7, 2023-**A motion was made by Christopher Lee to approve the regular meeting minutes from November 7, 2023. The motion was seconded by Kelly Thannum. All yeas and no nays. Motion passed #1.
- 3. Public Comment on Agenda and Non-Agenda Items and Correspondence-**No public was in attendance. Ann Doubet gave an update on the village grants.

The Germantown Hills Fire Department Santa parade will be on December 17th at noon.

4. Officers Report

Chad Dawson shared Chip Wilmot's report including the run report. The December training is on self-contained breathing apparatus. We are still waiting for the burn permit from the EPA. Chad stated the association is doing the annual raffle again this year.

Jai Windish stated the collection agency request for funds for accounts delinquent over 6 months will be going out.

Mark Shaw arrived at 6:17 p.m. Mark attended the U.S. Department of Homeland Security's National Urban Security Technology Laboratory (NUSTL) focus group in New York. The purpose of the focus group was to obtain information from fire/police departments in order to plan future assessments of commercially available UAS, specifically those on the Department of Defense's Blue List. The focus group discussed evaluation criteria, product selection criteria, products and possible scenarios for assessments.

5. Old Business

a) **Discussion and possible action regarding scope of Decennial committee's activities.**

Kelly Thannum suggested meeting with the committee to give an update. Kelly updated the board on what documents the district has and what still needs to be put together. The committee will be invited to attend in February for an update but will be provided with an email update in January.

b) **Discussion and possible action regarding the Tax Levy**

Chris Lee reported that numbers had been reviewed at the last meeting. A motion was made by Christopher Lee to adopt the Amended Tax Levy Ordinance for Fiscal Year 23-24. The motion was seconded by Kelly Thannum. All yeas and no nays. Motion passed #2.

c) **Discussion and possible action regarding bookkeeping and payroll service provider.**

Burce Mathes is planning on moving forward with a new company for payroll services.

Jai noted he and Ryan Williamson are supposed to be meeting with Bruce, but Ryan is out sick, and he isn't sure if Ryan will be back this week. Jai noted this may not be able to start until next year, but they will try to meet.

Ann Doubet noted she isn't aware of what is being proposed but knows the ADT program doesn't track the departments separately like they are needed.

Chip Wilmot arrived at 6:47 p.m.

d) **Discussion and possible action regarding Intercept Fees and Agreements for 2024.**

Jai Windish discussed he has had some conversations and has concern about getting paid from another community. The board discussed the concern of providing a service when some can't pay the district for the services.

6. New Business

a) **Discussion and possible action regarding adoption of Public Comment Policy**

Discussion and possible action regarding adoption of Public Comment Policy. Kelly Thannum shared the document with the GFPD Board. This document was adapted from the IAFFPD Handbook.

A motion was made by Kelly Thannum to adopt the proposed Public Comment Policy. The motion was seconded by Christopher Lee. All ayes, no nays. Motion passed #3.

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 #4.

b) Review of Financials

After the financials were reviewed Christopher Lee shared that Bruce Mathes, at the recommendation of former secretary Brian Christensen, moved the funds saved for new equipment to a higher interest-bearing fund offered through Charles Schwab.

9. Secretary Report

a) Review upcoming key dates, submissions, and Annual Schedule of Activities-Kelly Thannum reviewed the upcoming key dates and submissions.

b) Review matters to be placed on the agenda for the next meeting

Kelly Thannum and Chris Lee determined which items needed to be on the January agenda.

10. Meeting Schedule-The next meeting is on January 9, 2024, at 6:00 pm.

11. Adjournment-A motion was made by Christopher Lee to adjourn the meeting at 7:25 p.m. The motion was seconded by Kelly Thannum. All yeas and no nays. Motion passed #5.

Ann Doubet
Administrative Clerk