

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

December 6, 2022, 6:00 p.m.

Germantown Hills Fire Protection District Board:

Present:

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

Absent:

Officers/Staff also present:

Chip Wilmot, Fire Chief
Ryan Williamson, Division Chief/Administrator
Mark Shaw, Asst. Chief (Electronic)
Chad Dawson, Asst. Chief (Electronic)
Lonnie Beckwith, Asst. Chief
Jai Windish, Division Chief-EMS
Jed Bauman, Paramedic
Victor Garza, Firefighter/EMT

Absent:

1. Call to Order and Roll Call- President Christopher Lee called the regular meeting to order at 6:05 p.m. and roll call was taken.

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

- a) **Regular Meeting of November 1, 2022-**A motion was made by Christopher Lee to approve the regular meeting minutes from November 1, 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

Chip Wilmot gave the chief run report and equipment report. December training will be on self-contained breathing apparatus and search and rescue. They have started the process to obtain a permit to perform training burns in the old house across Rt. 116 from the school. They have started coating the roof of the containers and are ready to set the second container set.

There's no update on the StarCom radio project.

Ryan Williamson had met with Kelly Thannum to check the personnel records. Kelly Thannum had asked if there was a way to email all the employees to communicate questions.

Chad Dawson noted the district has phone numbers and personal emails through iamresponding.

Ann Sasso noted messages sent to personal emails are subject to the Freedom of Information Act.

Lonnie Beckwith stated the Christmas parade is coming up on December 18th and they will do two routes to cut down on the time. The parade starts at noon.

Jai Windish stated on the GEMT they have not heard officially what the 2023 rate will be but it looks like the district has been accepted into the program. Jai noted the Medicare cost data reporting will start on the fiscal year. He is making a spreadsheet for the different categories that will need to be reported. He stated we may need to address how the expenses are expensed.

Mark Shaw arrived at 6:45 p.m.

Mark Shaw stated they are doing hands on training in the house the department is going to eventually burn down as weather permits. Mark Shaw noted he had met with someone that will be a good fit as a new volunteer. Mark received the cost to upgrade the security cameras at the village hall and fire department. Chip Wilmot noted the Sheriff stated they will be able to help with some of the cost. Chip Wilmot noted there are funds in the budget for the cameras.

5. Old Business

- a) **Discussion and possible action regarding purchase of Starcom radio equipment for interoperability with several neighboring departments.**
Chip Wilmot stated this would be deferred as there is no report.
- b) **Discussion and possible action regarding the tax levy for FY 2023-2024**
A motion was made by Kelly Thannum to approve the Tax Levy for FY 22-23. The motion was seconded by Christopher Lee. All yeas and no nays. **Motion passed #2.**
- c) **Discussion and possible action regarding Illinois Secure Choice Retirement Savings Plan**
Brian Christensen stated based on guidance from the attorney he sent a letter to the Illinois Secure Choice Administrator and noted the district didn't meet the definition of an employer and asked that the district be exempt. They agreed so the district is exempt from the program.

6. New Business

a) **Discussion and possible action regarding review and possible improvement(s) for the ImageTrend Project**

Jia Windish received an updated quote. Jai explained to the board that things were going well and then they realized the software wasn't going to meet the goal in capturing enough data to transfer the information to eliminate the duplication on data input. Jai went to ImageTrend and asked for an updated quote with better data capture and transfer to eliminate the duplicated documentation. Jai asked for a reduction in the cost since we weren't properly advised. Jai noted there are enhancements to ImageTrend that may allow us in the future to eliminate some of the other platforms the district utilizes. The board agreed to confirm the functionality before making any changes.

A motion was made by Christopher Lee to approve the contract with ImageTrend in the amount of \$5,525. The motion was seconded by Brian Christensen. All yeas and no nays. **Motion passed #3.**

Since the district has already paid a portion of the bill the difference will be billed to the district for this first year.

b) **Discussion and possible action regarding the Germantown Hills Department's Policies surrounding mutual aid call responses**

Germantown Hills has been providing mutual aid to West Peoria so the question has come up as to how far out should Germantown Hills respond. There have been mutual aid calls for lift assist by Spring Bay and at some point, the calls could increase.

Ryan Williamson stated it is already a struggle for some departments and it could get worse as some department have ongoing staffing issues. The district doesn't always get paid so there are risks to personnel and equipment with going out of our district.

Brian Christensen noted we want to do the right thing, but we don't want to see anyone in our community to not get our services when we are off for someone else.

Lonnie Beckwith stated there are different mutual aid circumstances such as an ALS intercept, mutual aid for help and not enough staffing.

Kelly Thannum stated as a village resident she would want to make sure we are taking care of our residents and not off in another community.

Christopher Lee asked for the personnel to come up with a recommendation to best protect our community.

c) Discussion and possible action regarding compensation of full/part-time employees

Ryan Williamson stated several communities have increased their pay. Ryan shared those communities and their pay rates. Ryan presented some information but didn't have a recommendation currently but feels something must be done soon so that we don't lose our current personnel.

Brian Christensen felt there were enough funds in the budget that a wage increase was doable. The board discussed the numbers, budget, and the need for a long-term plan. The board agreed to review the information and make a decision at the next meeting.

d) Discussion and possible action regarding the MABAS contract renewal

A motion was made by Christopher Lee to approve a Resolution 2022-12-06-22 authorizing an intergovernmental agreement for participation in the Mutual Aid Box Alarm System (MABAS Master Agreement) The motion was seconded by Kelly Thannum. All yeas and no nays. **Motion passed #4.**

e) Discussion and confirmation regarding no closed sessions or closed session minutes

There are no closed minutes to review.

7. Human Resources-None

Tim Nafziger, volunteer firefighter was in attendance and read a letter noting how special the department and staff are to him as he is moving to Kansas. He thanked everyone.

8. Treasurer Report

a) Presentation of bills and payment of bills

A motion was made by Brian Christensen to approve the payment of the bills. The motion was seconded by Kelly Thannum. All yeas and no nays. **Motion passed #5.**

b) Review of Financials

Brian Christensen reviewed the 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.

Kelly Thannum had attended the trustee training and learned about many things the district needs to do.

- 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 January 3, 2023, at 6:00 pm.

12. Adjournment-A motion was made by Kelly Thannum to adjourn the meeting at 8:30 p.m. The motion was seconded by Brian Christensen. All yeas and no nays. **Motion passed #6.**

Ann Sasso
Administrative Clerk