

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

**January 14, 2020 6:00 p.m.**

**Germantown Hills Fire Protection District Board:**

Present:	Absent:
Randy Nash, President	
Brian Christensen, Treasurer	
Christopher Lee, Secretary	

Officers also present:	Absent:
Chip Wilmot, Fire Chief	
Ed Madden, Asst. Chief	
Chad Dawson, Asst. Chief	
Lonnie Beckwith, Asst. Chief	
Ryan Williamson, Division Chief/Administrator	

**1. Call to Order and Roll Call-** President Randy Nash 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.

- 1) Regular Meeting of December 3, 2019-**A motion was made by Brian Christensen to approve the regular meeting minutes from December 3, 2019. The motion was seconded by Christopher Lee. All yeas and no nays. **Motion passed #1.**

**3. Officers Report**

Chief Wilmot gave the run report and equipment report. The annual truck maintenance day is scheduled for January 25<sup>th</sup>. The January training was presented by Ameren on natural gas emergencies.

Chad Dawson noted the EMS training is on OB child birth.

Ed Madden reported on the upcoming trainings.

**4. Old Business**

- a) Discussion and possible action regarding requesting quotes for the bids specifications on parking lot improvements**  
Ryan Williamson stated he will be reaching out to the engineer to get things started on the parking lot improvement bids. Randy Nash noted the need to have the bids ready for the March meeting.

A motion was made by Randy Nash to authorize requesting getting quotes for the bid specifications on the parking lot improvements. The motion was seconded by Brian Christensen. All yeas and no nays. **Motion passed #2.**

**b) Discussion and possible action regarding additional person besides the trustees as an authorized signature for checks**

Randy Nash explained it had already been approved to add Ryan Williamson as an authorized signature for checks when two trustees are not available. The board agreed this will be utilized when a second trustee is not available to sign checks in a timely fashion and there's an urgency for checks to be signed. Randy has all of the information to take to the bank to make this change.

**5. New Business**

**a) Discussion and possible action regarding reorganizing the Board of Trustees with the addition of a new Trustee**

Randy Nash noted the need to do a reorganization of the board with a new trustee.

A motion was made by Randy Nash to appoint Brian Christensen as the Treasurer of the Board of Trustees. The motion was seconded by Christopher Lee. All yeas and no nays. **Motion passed #3.**

A motion was made by Randy Nash to appoint Christopher Lee as the Secretary of the Board of Trustees. The motion was seconded by Brian Christensen. All yeas and no nays. **Motion passed #4.**

A motion was made by Brian Christensen to appoint Randy Nash as the President of the Board of Trustees. The motion was seconded by Christopher Lee. All yeas and no nays. **Motion passed #5.**

**b) Discussion and possibly action regarding developing bid specifications and requesting bids for a new ambulance EMT services contract expiring June 30, 2020.**

Randy Nash stated the current ambulance EMT services contract is expiring the end of the June and the Fire District needs to put together the bid specifications.

A motion was made by Randy Nash to authorize Ryan Williamson to put together bid specifications and request bids for a new ambulance EMT services contract. The motion was seconded by Christopher Lee. All yeas and no nays. **Motion passed #6.**

**c) Discussion and possibly action regarding submitting names for Economic Interest Statements to the County Clerk**

Christopher Lee will put together the list of names of those individuals required to file a Statement of Economic Interest and send it to the Woodford County Clerk.

**d) Discussion and possibly action regarding preparation and submission of the Annual Comptroller's Report.**

Brian Christensen stated the auditor filed the Annual Comptroller Report for the Germantown Hills Fire District on December 20, 2019 as required.

**e) Discussion and possibly action regarding bidding for Self-Contained Breathing Apparatus (SCBA)**

Chip Wilmot explained the current SCBA equipment and the need to replace it. Brian Christensen explained that the funds have been put aside for the new equipment.

A motion was made by Christopher Lee to authorize moving forward with the bidding process for the Self-Contained Breathing Apparatus equipment. The motion was seconded by Brian Christensen. All yeas and no nays. **Motion passed #7.**

## **6. Human Resources**

**a) Discussion and possible action regarding appointment of new positions:  
-Mark Shaw promotion to Captain**

A motion was made by Christopher Lee to approve the promotion of Mark Shaw to Captain. The motion was seconded by Brian Christensen. All yeas and no nays. **Motion passed #8.**

## **7. Treasurer Report & Presentation of bills and payment of bills**

Treasurer Brian Christensen gave an update on the treasurer's report and fund balances.

**a) Discussion and possible action regarding authorization of bills presented for payment**

A motion was made by Randy Nash to approve the payment of the bills. The motion was seconded by Christopher Lee. All yeas and no nays. **Motion passed #9.**

**b) Discussion and possible action regarding Annual Treasurer's Report**

This has already been completed.

## **8. Secretary Report**

**a) December meeting minutes have been posted to the website**

Christopher Lee noted some of the meeting minutes have not been posted to the website but he will check on getting this up to date.

**b) Dates posted to website for 2020 monthly meetings-This will be completed.**

**9. Correspondence**-None

**10. Review of Annual Schedule of Activities**-The annual schedule of activities was reviewed.

**11. Public Comments**-None

**12. Meeting Schedule**-The next meeting is on February 5, 2020 at 6:00 pm.

**13. Adjournment**-A motion was made by Randy Nash to adjourn the meeting at 7:30 p.m. The motion was seconded by Brian Christensen. All yeas and no nays. **Motion passed #10.**

Ann Sasso, Administrative Clerk