

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

**January 4, 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  
Chad Dawson, Asst. Chief (Electronic)  
Mark Shaw, Asst. Chief  
Lonnie Beckwith, Asst. Chief (Electronic)  
Ryan Williamson, Division Chief/Administrator  
Jai Windish, Division Chief-EMS

**Absent:**

**1. Call to Order and Roll Call-** President 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 December 7, 2021-**A motion was made by Brian Christensen to approve the regular meeting minutes from December 7, 2021. 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**

**4. Officers Report**

Chief Wilmot gave the run report and equipment report. The January training will be on MAYDAY procedures and general equipment familiarization. Chip noted he is continuing to work on the specs for the 1602 replacement. The Christmas dinner is scheduled for January 8, 2022.

Brian Christensen discussed the estimated amount of funds that will be available to put towards a new truck.

Ryan Williamson noted he didn't have the run report spreadsheet to present as he needs to get with Lonnie on a spreadsheet formula. Ryan noted the need to start discussing the compensation for the next year before the budget is approved. He noted many area departments have increased their wages, so we may need to look at making changes in

order to keep up with other departments, and minimize the risk of personnel going elsewhere.

Ann Sasso noted the village recently used a outside consultant to do a compensation study for the village staff. This allowed for a company outside the entity to gather the information and make a recommendation to the board.

Brian asked for a listing of all of the current compensation amounts for the Fire and EMS personnel. Ryan will put together some information for the board to review.

Mark Shaw stated they have received the additional equipment for the drone.

The board discussed that the Santa and Grinch parade was a huge success. It was discussed the need to do more advertising of the event in order to get the word out next year and may plan on two routes which would include two Santa's and Grinch's.

Jai Windish explained the balanced billing with the different rates. He is trying to find the rationale that is behind the different payouts on claims. There is no action right now but he will keep the board up to date if he receives any new information.

A draft of the job descriptions was put together. The chiefs will look at the list of roles and responsibilities and make changes where needed.

Lonnie Beckwith noted he is checking on the possibility of replacing the fire house interior lights. The board also discussed a solar panel on the building. Chad Dawson is checking on the possibility.

Chad Dawson stated he is working on consolidating the software reporting and purchasing a new copier. He has talked to RK Dixon and they have given him a quote on a machine.

Ryan Williamson noted he had talked with a salesman from Basic ITS that will also be sending a quote for consideration. Ann Sasso noted the owner lives in the village.

## **5. Old Business**

- a) Discussion and possible action regarding developing an operating document for the GHFPD positions which defines roles and responsibilities for the staff.** This was already discussed.
- b) Discussion and possible action regarding funding of paramedic training**  
Brian Christensen stated he feels we need to table this for now based on potential budget needs for compensation increases. He doesn't feel there is a cost benefit at this time, but we can always address it once the wage and budget discussions have taken place.
- c) Discussion and possible action relating to the Blue Cross/Blue Shield health insurance plan**

Brian Christensen explained the way the law is written and the language in the contract, the Fire Department has to offer insurance to any full-time employee that works 30 hours a week or 130 hours a month. Brian has looked at the payroll hours and there may be several staff members that are eligible. He is looking to see if they are eligible and if they are maintaining the hours. Ryan Williamson is checking with staff to look at the demographics and estimated cost. Brian noted the need to quantify the range and potential cost.

## 6. New Business

- a) **Discussion and possible action regarding acquisition of print/scan/fax machine.** This was already discussed.

## 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 #2.**

Brian Christensen explained he hasn't moved any Fire funds to EMS yet in regards to wages. The board discussed the staff spending limits. Chip Wilmot stated a policy years ago allows for the any of the chiefs to spend up to \$10,000 each. Chip Wilmot noted there are parts of the policy that need to be updated. The CEFCU credit card spending limits were also discussed. A new updated policy will be presented at the next meeting.

## 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 February 1, 2022 at 6:00 pm.

**12. Adjournment-**A motion was made by Christopher Lee to adjourn the meeting at 7:47 p.m. The motion was seconded by Kelly Thannum. All yeas and no nays. **Motion passed #3.**

Ann Sasso, Administrative Clerk