

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

**January 9, 2024, 6:00 p.m.**

**Germantown Hills Fire Protection District Board:**

**Present:**

Christopher Lee, President  
Bruce Mathes, Treasurer  
Kelly Thannum, Secretary

**Absent:**

**Officers/Staff also present:**

Chip Wilmot, Fire Chief  
Mark Shaw, Asst. Chief  
Jai Windish, Division Chief-EMS  
Chad Dawson, Asst. Chief  
Jed Bauman, Paramedic  
Nolan Pray, Captain  
Zack Price, Part Time Paramedic

**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 6:03 p.m. and roll call was taken.

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

- a) **Regular Meeting of December 5, 2023-**A motion was made by Christopher Lee to approve the regular meeting minutes from December 5, 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-** Ann Doubet gave an update on the village grants.

**4. Officers Report**

Chip Wilmot gave his report including the run report. The January training is on ventilation. The Association purchased a pressure washer. Tim Kuhlman has plumbed in a thermostatically controlled mixing valve to supply the pressure washer, as well as the hose reel. No update on 1602's replacement.

Mark Shaw reported we have made some progress on the EPA burn permit. The burning of the house is scheduled for April 20<sup>th</sup> with a backup date of April 27<sup>th</sup>. Mark and Nolan will be attending ice training.

Chad Dawson reported if anyone has an authentication issue with their login to let him know.

Jai Windish stated the aging report was sent out with no significant changes. He noted there has been no movement on the VA claims and is not sure why. He also has not received the GEMT invoice. Jai stated last month he had stated a department wasn't paying but since then Germantown has received half of the payment.

Nolan Pray updated the board there was a rescue task force on active shooting practice with the sheriff's office, Tazewell County and the campus police. This was a great training and would encourage everyone to do the training. The training was about knowing how to go into the warm zone and learning how the police move.

Chip Wilmot stated there may be some ARPA money available that could be used on equipment that would be needed in this type of event.

Nolan noted that going into the warm zone a vest would be required but not helmets.

## 5. Old Business

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

Kelly Thannum discussed some of the rules and regulations policies. The policies need to be up to date. The board discussed sending out the policies to everyone once they are up to date. The board agreed to send an email to the decennial committee to give them an update.

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

Burce Mathes is planning on moving forward with a new company for payroll services and reconciling the books. Total Income Tax would be able to do this. Bruce said he would be setting up a meeting with Ryan, Jai, and Ann to learn about the new process moving forward. The district would move away from having ADP do the payroll reports and taxes.

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

Jai Windish noted he has not received any additional feedback to making any changes at this time. The district did receive half of the payment owed by another department.

A motion was made by Christopher Lee to accept the paramedic intercept agreement as corrected (spelling). The motion was seconded by Kelly Thannum. All yeas and no nays. Motion passed #2.

## 6. New Business

**a) Discussion and possible action regarding adoption Paid Leave for All Workers Act.**

This was discussed in 5a, old business.

**b) Discussion and possible action regarding changes to Anti-Harassment Policy.**

Kelly Thannum shared model documents found on the Department of Labor site. It was agreed that this would be revisited in the February meeting.

**c) Discussion and possible action regarding changes to Principles of Leadership on Page 5 of the Germantown Rules and Regulations.**

The chiefs agreed that the Principles of Leadership in the Rules and Regulations remain unchanged.

**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**

Bruce Mathes stated that the financials were in good shape. It was discussed with Chief Chip Wilmot that Starcom expenses are estimated at \$50,000 - \$60,000 and would be an expenditure for next year. With recent training attended by staff, Mark Shaw suggested that the department consider including one-size-fits-most protective vests at the estimated cost of \$35,000 each in future budgets as well as possible equipment needed for ice rescue.

**9. Secretary Report**

**a) Review upcoming key dates, submissions, and Annual Schedule of Activities-**

Kelly Thannum reviewed the upcoming key dates and submissions. Kelly Thannum and Bruce Mathes discussed financial reports that were due to the state which will be forthcoming as they are in the process of being completed.

The list of economic interest has been compiled by Kelly Thannum and will be sent to the County Clerk by the due date.

**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 February agenda.

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

**11. Adjournment-**A motion was made by Christopher Lee to adjourn the meeting at 7:30 p.m. The motion was seconded by Kelly Thannum. All yeas and no nays. Motion passed #4.

Ann Doubet, Administrative Clerk