

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

July 11, 2023, 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 (Electronic)
Chad Dawson, Asst. Chief
Ryan Williamson, Division Chief/Administrator (Electronic)
Jai Windish, Division Chief-EMS
Jed Bauman, Paramedic

Absent:

Kevin Meyer, Asst. Chief

1. Call to Order and Roll Call- 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 June 6, 2023-**A motion was made by Kelly Thannum to approve the regular meeting minutes from June 6, 2023. The motion was seconded by Bruce Mathes. All yeas and no nays. **Motion passed #1.**

3. Public Comment on Agenda and Non-Agenda Items and Correspondence-None

4. Decennial Committee

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

Dr. Kaufman and Lisa Burt have agreed to be the community representatives on the Decennial Committee. Kelly Thannum contacted the county clerk to see if she had any additional information about the requirement and processes for the Decennial Committee. The board discussed the process moving forward and that once there is more information it will be shared with the committee.

Dr. Kaufman and Lisa Burt asked for information to familiarize themselves with the Fire District policies and procedures.

Christopher Lee will check on getting a document for guidance with a checklist and new board packet.

A motion was made by Christopher Lee to appoint Dr. Tim Kaufman and Lisa Burt to serve on the Decennial Committee effective July 11, 2023. The motion was seconded by Kelly Thannum. All yeas and no nays. **Motion passed #2.**

The committee will meet at 5:30 p.m. before the October board meeting.

5. Officers Report

Chip Wilmot gave the chief run report and equipment report. They think they found some insulation for 1602's doghouse. 1602's replacement has been pushed back until the fall 2024 timeframe. July's training will be on hose streams, appliances, etc. We are still waiting on the EPA burn permit to burn the structure on the school property. The EPA needed additional information. They have tentatively scheduled the training burn for October.

Mark Shaw noted they haven't been able to use the storage containers yet. Mark stated he is an Assistant Chief in charge of training, maintenance, recruitment, and new volunteers. He is still working with the EPA on the burn permit which will hopefully be ready in October. He also maintains the website.

Christopher Lee explained that Williams Brothers are letting the Fire District use part of their property for the storage containers for training.

Ryan Williamson stated he stopped in to get filled in on some of what is going on. Ryan is the Division Chief/Administrator in charge of the day-to-day operations, he takes care of daytime paid staff, scheduling and anything else that needs to be completed.

Christopher Lee stated he is hoping Ryan's recovery is going well.

Chad Dawson noted he is an Assistant Chief in charge of IT, hardware, software and helps with the volunteers.

Jai Windish is the EMS Division Chief. When the ambulance service separated from Eureka, Germantown Hills brought Jai in to help with setting things up. He stated he is support to Ryan and is involved in paid staff and in house billing for the ambulance. Jai discussed the aging report. Jai noted the update on Limestone's interest in joining imagetrend is that they have decided to not join Germantown Hills.

Ann left at 6:45 p.m.

5. Old Business

a) **Discussion and possible action regarding 2023-2024 Appropriations and Budget.**

Bruce Mathes pointed out the difference in the final amount reflected monies withheld for truck replacement. We will hold a special meeting on August 15,

2023, at 6:00 pm. This information has been sent to the Woodford County Courier by our lawyer.

6. New Business

a) **Discussion and review of the GFPD Services Model.**

Chris Lee discussed the different organizational models of surrounding fire departments. Discussion ensued. Chip clarified that GFPD has an ordinance outlining that we are the primary source for ambulance service unless mutual aid is needed.

7. Human Resources

a) **Discussion and possible action regarding the addition of Calvin Renz.**

A motion was made by Christopher Lee to hire Calvin Renz as a volunteer fire fighter. The motion was seconded by Bruce Mathes. All yeas and no nays. **Motion passed #3.**

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**

The financials were reviewed. The board discussed. Jai Windish informed the board of a possible negative financial impact should a federal bill tied with the current federal budget pass as is.

Bruce Mathes shared that CEFCU statements went online. He requested our statements be mailed.

9. Secretary Report

a) **Review upcoming key dates, submissions, and Annual Schedule of Activities-**The annual schedule of activities was reviewed. Kelly Thannum shared a calendar based on the Calendar and Checklist of Annual Responsibilities for Illinois Fire Protection Districts.

Item 21 - Perform semiannual review of all Minutes of Closed Sessions which have not been opened to the public to determine if some or all of those minutes may be opened for inspection. This item is closed as no closed meetings were held.

Item 27 - If applicable, submit IDHR Report for sexual harassment/unlawful discrimination judgments/ administrative ruling information. This item is closed as no such rulings were made.

Item 29 - Review tape recordings of all closed session of the Board of Trustees and dispose of 18 months after closed session minutes have been approved. This item is closed as so closed sessions were held.

Kelly Thannum asked for input for the presented calendar.

- b) Review matters to be placed on the agenda for the next meeting**
The items for the next agenda were discussed.

10. Meeting Schedule-The next meeting is on August 1, 2023, at 6:00 pm.

11. Adjournment-A motion was made by Christopher Lee to adjourn the meeting at 7:40 p.m. The motion was seconded by Bruce Mathes. All yeas and no nays. **Motion passed #5.**

Ann Doubet
Administrative Clerk