

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

**March 7, 2023, 6:00 p.m.**

**Germantown Hills Fire Protection District Board:**

**Present:**

Christopher Lee, President  
Kelly Thannum, Secretary

**Absent:**

Brian Christensen, Treasurer

**Officers/Staff also present:**

Chip Wilmot, Fire Chief  
Mark Shaw, Asst. Chief  
Lonnie Beckwith, Asst. Chief  
Chad Dawson, Asst. Chief  
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 6:02 p.m. and roll call was taken.

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

- a) **Regular Meeting of February 7, 2023-**A motion was made by Christopher Lee to approve the regular meeting minutes from February 7, 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-None**

**4. Officers Report**

Chip Wilmot gave the chief run report and equipment report. They continue to look for alternatives for 1602's doghouse insulation. There is no update on 1602's replacement. March's training will be on hazardous materials. There is no update on the StarCom radio project this month. The process to obtain a burn permit for the old house along Rt. 116 across from the school continues. The asbestos process has been completed.

Chip Wilmot noted most of the interior LED lights have been installed.

Lonnie Beckwith stated he will be moving out of the area sometime this year.

Chad Dawson stated the statement of economic interests are due and everyone should get them to Chad by April 1<sup>st</sup>. Chad noted he is working with he Sheriff's office and MTCO as the internet service may need to be upgraded to handle their base stations for the body

cams. The Sheriff's Office may participate in the sharing of the cost if the service has to be increased.

The Woodford County Sheriff's office has asked about putting up a permanent sign with the substation being at the fire house. They are doing this with communities they contract with. The board discussed and had concerns with the public thinking a deputy is in the fire house at all times, since there have already been concerns that have come up.

Christopher Lee asked if a decal or window sign would be allowable that addresses that the substation is not staffed and phone numbers to call.

Ann Doubet noted a ground sign would be allowed if there is only one per frontage. A window or door sign is allowed per village code. The board agreed a window or door sign would be allowable.

Christopher Lee asked if there needed to be an intergovernmental agreement with the Sheriff's office since they are using resources of the fire district's. Ann noted she has a draft agreement the board can look at to put something together.

Mark Shaw stated the March training is on hazmat operations. They will start to work on the build out of the storage containers soon. Mark updated the board on the upcoming training in the area.

Jai Windish noted in regard to the aging report, the board hadn't decided on how to handle write-offs. The board agreed to have Jai bring concerns or something out of the normal to the board quarterly for review.

Jai explained to the board an amendment to the No Surprises Act that is being proposed that amends the Illinois insurance code. The board discussed reaching out to Win Stoller and let him know the concerns.

Chip Wilmot stated there is also an EMS body cam bill that is being proposed.

Jai stated ImageTrend is moving along and going live on Monday. There will be a refund coming with the amount that was paid previously and the cost of the program the district changed to. Jai reported we have started getting the GEMT payments.

## 5. Old Business

### a) **Discussion and possible action regarding establishment of policy around Germantown Hills Fire Department's role and responsibility in responding to calls for aid outside of our district.**

Ryan Williamson stated this hasn't been an issue lately. Christopher Lee noted the need to have a logical checklist so that everyone knows what to do if it comes up again. Christopher Lee will send out the email so that everyone can see his thoughts on a proposed policy, so that something can be drafted for review.

## 6. New Business

a) **Discussion and possible action regarding establishment of policy Regarding payroll account security.**

Ed Madden's bank account was hacked so there was an issue with one of his payrolls. ADP didn't send out a confirmation to anyone that a change was made. The board discussed it would be difficult to do a policy but agreed to look at this case by case if it happens again.

b) **Discussion and possible action on the acceptance of the Illinois Municipal League as our agent for collecting the Foreign Fire Insurance Fee.**

Kelly Thannum read the proposed resolution.

A motion was made by Christopher Lee to accept the Illinois Municipal League as our agent for collection of the Foreign Fire Insurance Fee as per specified in the proposed Resolution. The motion was seconded by Kelly Thannum. All yeas and no nays. **Motion passed #2.**

## 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**

The financials were reviewed. The board discussed.

## 9. Secretary Report

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

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. Meeting Schedule-The next meeting is on April 4, 2023, at 6:00 pm.

## 11. Adjournment-A motion was made by Kelly Thannum to adjourn the meeting at 7:31 p.m. The motion was seconded by Christopher Lee. All yeas and no nays. **Motion passed #4.**

Ann Doubet  
Administrative Clerk