

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

November 7, 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
Ryan Williamson, Division Chief/Administrator
Kevin Meyer, Asst. Chief (arrived 7:05 p.m.)
Chad Dawson, Asst. Chief
Jai Windish, Division Chief-EMS

Absent:

Mark Shaw, 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 October 3, 2023-**A motion was made by Christopher Lee to approve the regular meeting minutes from October 3, 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 shared the run report. Calls ran slightly above average. The community Halloween party was a positive experience. There was nothing to report for personnel. 1604's CAFS air compressor has been repaired. A new smoke machine was purchased for training purposes. There are no updates on 1602's replacement. November training will be on ropes and knots. Additionally, they will do an after-action review of recent calls. We are still working on the EPA permit to burn the acquired structure on State Hwy 116.

Ryan Williamson had nothing to report.

Jai Windish reported that the VA payment for services was finally resolved. He reminded the board members that roughly \$40,000 will be due to the state of Illinois for GEMT reimbursement payments. The state has not billed the department on a quarterly basis as per

the original agreement. Jai reported a need to replace a LIFEPAK in Medic 1 for a cost of approximately \$38,111. The board approved the purchase.

Chad Dawson reported that ETSB rates will stay flat for the upcoming year and that Image Trend continues to work well.

Discussion of training ensued. Chip Wilmot is investigating Rescue Task Force training which is grant funded. A tactical vest will be needed.

Chip Wilmot reported that Mark Shaw was invited by the Department of Homeland Security to a symposium on drones in the fire service.

5. Old Business

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

Kelly Thannum and Chris Lee agreed that the report will include areas recent efficiency measures taken by the department as well setting up a schedule to provide or refine SOPs and SOGs as recommended by Illinois Association of Fire Protection District's Ordinances/Policies That All Fire Protection Districts Must or Should Have in Effect. Priority will be given to the "must have" category in the schedule.

b. Discussion and possible action regarding the Tax Levy

Chris Lee reported that we are waiting for an insurance quote for accuracy in the category. Jai Windish requested that the estimated 2023 corporation tax rate be reviewed. Bruce Mathes agreed to follow up with our lawyer. Chris Lee made a motion to announce the tax levy for 2023 to be \$1,020,040. The motion was seconded by Kelly Thannum. All yeas and no nays. Motion passed #2.

6. New Business

a) Discussion and possible action regarding bookkeeping and payroll service provider.

Bruce Mathes is meeting with CAVU total tax and requested a convenient time for training with stakeholders. If adopted, this change will occur at the beginning of 2024. Chad Dawson and Ryan Williamson expressed concern regarding the change to this system. Bruce Mathes presented the benefit of differentiating payroll. Ryan Williamson and Chad Dawson presented concerns regarding clocking in and paying by event. Bruce Mathes asked that they find a time to meet with the representative to vet questions and concerns.

b. Discussion and possible action regarding Intercept Fees and Agreements for 2024.

Jai Windish recommended we investigate going from charging a flat fee for ALS intercepts to charging a percentage based on recovery. After discussion, Chris Lee asked Jai Windish to continue to investigate this approach and present a proposal.

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 financials were reviewed. Jai Windish expressed concern regarding the possibility that “no surprise” billing may include ambulance services which could adversely affect the budget.

9. Secretary Report

a) Review upcoming key dates, submissions, and Annual Schedule of Activities-The annual schedule of activities was reviewed. Kelly Thannum reviewed the upcoming key dates and submissions such as the Treasurer’ Statement of Receipts and Disbursements, the annual report to Illinois Comptroller, and the annual audit. Bruce Mathes affirmed that activity on all these items is in progress.

b) Review matters to be placed on the agenda for the next meeting

The items for the next agenda were discussed. Kelly Thannum and Chris Lee determined which items needed to be on the December agenda.

10. Meeting Schedule-The next meeting is on December 5, 2023, at 6:00 pm.

11. Adjournment-A motion was made by Christopher Lee to adjourn the meeting at 7:48p.m. The motion was seconded by Bruce Mathes. All yeas and no nays. Motion passed #4.

Notes were taken by Secretary, Kelly Thannum.

Ann Doubet
Administrative Clerk