

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

November 2, 2021 6:00 p.m.

Germantown Hills Fire Protection District Board:

Present:

Christopher Lee, President
Brian Christensen, Treasurer

Absent:

Kelly Thannum, Secretary

Officers also present:

Chip Wilmot, Fire Chief
Chad Dawson, Asst. Chief
Mark Shaw, Asst. Chief
Lonnie Beckwith, 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 6:09 p.m. and roll call was taken.
2. **Approval of Minutes**-The minutes from the last meeting were reviewed.
 - a) **Regular Meeting of October 5, 2021**-A motion was made by Christopher Lee to approve the regular meeting minutes from October 5, 2021. The motion was seconded by Brian Christensen. All yeas and no nays. **Motion passed #1.**
3. **Public Comment on Agenda Items-None**
4. **Public Comment on non-agenda items**-Ann Sasso noted the Chamber's Community Prayer Breakfast is on November 10th at 7:30 a.m. at Metamora Fields. Senator Stoller will be the speaker and the Madrigals will be performing.

5. Officers Report

Chief Wilmot gave the run report and equipment report. The November training will be on ladders. The Halloween costume contest went well. Chip noted he is continuing to work on the specs for the 1602 replacement. The Christmas dinner is scheduled for January 8, 2022.

Mark Shaw noted on November 13th they will be training at the Peoria training tower. They haven't received all the drone equipment, but they have been doing some training. We have a new employee, Timothy Nafziger.

Lonnie Beckwith noted they are looking to do building maintenance on December 4th.

Chad Dawson stated he is looking to upgrade some software and get everything on one platform. Chad discussed the system and costs.

Jai Windish had shared some reports with the board. Last month he shared the difficulty he was having with PBS but since then he has received all but two payments. PBS is still pursuing some payments, which total approximately \$50,000 for the district. The new billing is going well. Brian Christensen and Ryan Williamson are the backups.

6. Old Business

- a) **Discussion and possible action regarding developing an operating document for the GHFPD EMS department which defines roles and responsibilities for the staff.**

Chip Wilmot stated there have been some conversations, but this has not been completed at this time.

- b) **Discussion and possible action related to the Illinois Governor Executive Order 2021-22 (COVID-19 Executive Order No. 88).**

Jai Windish explained the current situation. In regard to paid staff, they are only having to track 5 employees on their COVID testing requirements. On the volunteer side, it is more challenging and especially hard for an unfunded mandate with no process.

Christopher Lee noted we need to continue to do the best that we can.

- c) **Discussion and possible action regarding funding of paramedic training**

Jai Windish and Ryan Williamson marked up a model agreement that was received by the attorney. The board discussed potential repayment arrangements. The board and staff will make changes to the agreement along with a policy and procedure on doing an assessment for potential candidates for the paramedic training. The next paramedic class is after the first of the year, so we need to get something in place at the next meeting. The board discussed allowing two individuals each year to go to the training, which costs \$6,000 per person.

- d) **Discussion and possible action regarding Annual Tax Levy**

Brian Christensen discussed the proposed tax levy numbers.

A motion was made by Brian Christensen to approve the tax levy for FY 21-22 for \$924,640, which is below the 5%, which would not require publication or a truth in taxation hearing. The motion was seconded by Christopher Lee. All yeas and no nays. **Motion passed #2.**

7. New Business

- a) **Discussion and possible action relating to the bidding process and purchasing of a new fire apparatus.**

Chip Wilmot has started the process in looking into purchasing a new fire truck to replace 1602. Brian Christensen received confirmation from our legal counsel and noted that we will not need to go through the bidding process due to an available and approved government co-op. The Board agreed that the Chief should continue to work on developing the technical and financial details and report-out to the Board in subsequent months.

b) **Discussion and possible action relating to the Blue Cross/Blue Shield health insurance plan.**

Brian Christensen explained that Ryan Williamson had an inquiry about insurance eligibility. The agreement says full time employees that regularly work 30 hours a week are eligible. Brian Christensen is trying to confirm the definition of regularly work with the attorney. This will be discussed at the next Board meeting.

Ann Sasso noted it appears usually it is 30 hours per week or 130 hours a month. The board discussed.

8. Human Resources

Justin Thayer was a part time paramedic but is now going to a full-time paramedic. Brittany Hamilton is another part time paramedic.

A motion was made by Christopher Lee to approve Brittany Hamilton as a part time paramedic. The motion was seconded by Brian Christensen. All yeas and no nays. **Motion passed #3.**

9. 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 Brian Christensen. All yeas and no nays. **Motion passed #4.**

Brian Christensen reviewed the budget numbers to the actual numbers. Brian noted the treasurer's report was filed and the auditor will be submitting the comptroller report.

10. 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 of matters to be placed on the agenda for the next meeting**

The items for the next agenda were discussed.

11. Correspondence-None

12. Public Comments-None

13. Meeting Schedule-The next meeting is on December 7, 2021 at 6:00 pm.

14. Adjournment-

A motion was made by Christopher Lee to adjourn the meeting at 7:50 p.m. The motion was seconded by Brian Christensen. All yeas and no nays. **Motion passed #5.**

Prepared By: Ann Sasso - Administrative Clerk