**Fulton Fire Protection District**

**Trustee Meeting Minutes**

**May 14, 2025**

On May 14, 2025, the regular meeting of the Board of Trustees of the Fulton Fire Protection District was held at 6:00 P.M., pursuant to the notice at the Fire Station in Fulton, Illinois.

1. Call to Order: The meeting was called to order at 6:00 P.M. by Vice President Boyd VanDellen.
2. Roll Call:

Trustees Present: Boyd VanDellen, Art Kilburg, Stan Warren, Kent Nicolaysen, Nick Neblung

Absent: None

Office Manager: Brandy Haring

Members: Jon Butz, Cade Hansen, Rachel Bielema, RJ Sikkema, Eric Burden, Justin Haring, Brandon Knott, Chad Brown

Public: Brooke Posateri, Cordova Dragway

1. Reorganization of the Fulton Fire Protection District 2025/2026
   1. Approve the organization of the FFPD Board of Trustees for 2025/2026: Roll Call #1 approved the motion to approve the organization of the Board of Trustees as follows: President – Boyd VanDellen, Vice President – Kent Nicolaysen, Secretary/Treasurer – Art Kilburg, Trustees – Stan Warren and Nick Neblung
   2. Appoint Fire & EMS Officers for 2025-2027: Roll Call #2 approved the motion to approve the Fire & EMS Officers for 2025-2027 as follows: Fire Chief – Eric Burden, Deputy Chief – RJ Sikkema, Assistant Chief – Cade Hansen, 1st Captain – Brandon Knott, 2nd Captain – Justin Haring, EMS Coordinator – Rachel Bielema, 1st Assistant – Dave Rogis, 2nd Assistant – Steve Boonstra, 3rd Assistant – Jon Butz.
   3. Appoint District Office Manager for 2025/2026: Roll Call #3 approved the motion to approve Brandy Haring as Office Manager for the year 2025/2026.
   4. Appoint District Attorney for 2025/2026: Roll Call #4 approved the motion to approve Nick Heid with Heid Law Offices as District Attorney for the year 2025/2026.
   5. Appoint District Chaplain for 2025/2025: Roll Call #5 approved the motion to approve Chuck Huckaby as District Chaplain for the year 2025/2026.
2. Approval of Minutes – April 9, 2025, Regular and Closed Session Meetings, April 24, 2025, Special Meeting, and May 7, 2025, Special Meeting (Budget): Roll Call #6 approved the motion to approve all meeting minutes as presented.
3. Approval of Bills – Regular and Upcoming: Roll Call #7 approved the motion to approve the check register for April 2025, and the additional due before the next meeting, as presented.
4. Approval of Treasurer’s Report: Roll Call #8 approved the motion to approve the Treasurer’s Report for April 2025, as presented for the final Treasurer’s Report for this fiscal year.
5. Public Forum: Brooke Posateri with Cordova Dragway presented a need for ALS Ambulance Services at the Cordova Dragway for their large events. Previously, this service was hired out and the racetrack is looking to keep the funds local. The pay would be $150/hour, Fulton EMS would be responsible for initiating patient care, but would then transfer care to Albany, who would be transporting. Fulton EMS would only transport if need be. The dates she has so far are June 13th – 14th for the Funny Car Chaos, and August 22nd and 23rd, for the World Series of Drag Racing event.
6. Old Business and Action Items (if necessary)
   1. Fire Chief: No new updates.
   2. Flag Poles: They have been delivered. Brandon Knott will make contact regarding the cement to get them installed.
   3. Carpet/Floors: No new updates.
   4. Awnings: No new updates.
   5. New Boots/Gear: This can be removed for now. This will be assigned to one of the new officers and we will address it when necessary.
   6. Apron/Blacktop: This will need to be completed in late July/early August. Boyd will reach out for prices.
   7. Smoke Detectors: This is complete. The Fulton Fire Protection District will provide 2 smoke detectors. The policy remains the same as it was in the past.
   8. Fire Alarm Panel: Boyd will be reaching out to Lectronics to get a second opinion on the panel.
   9. ESO Charting: The invoice previously received shows all recurring charges. ESO has confirmed those will be recurring charges. Brandy advised she has received a response from Alex with Image Trend. Rachel will be working with him to get our questions answered.
   10. Helmets (Grant): Still pending the invoice from Conway for the invoice for the shields.
   11. Surf Internet/Phone: Boyd will reach out for an update, as this will go with the fire panel.
7. New Business and Action Items (if necessary)
   1. Hear Fire Chief Report
      1. Air Compressor: The Cascade system is unsafe. The pressure switch is off, so the system is not turning off appropriately. The cost to fix just the switch is estimated at $750-$850. Roll Call #10 approved the motion to approve the request to fix the pressure switch on the Cascade System, not to exceed $1200.
      2. Cordova Dragway EMS: Roll Call #9 approved the motion to approve getting approval through our resource hospital for a special event and ensuring the department has scheduled coverage.
      3. Kaiden Jenkins Probation Status: Roll Call #11 approved the motion to approve placing Kaiden Jenkins on a six-month probation, pending a favorable background check.
   2. Hear EMS Coordinator Report
      1. Kaylee Pell Probation Status: Roll Call #12 approved the motion to approve extending Kaylee Pell’s and Adim Dzeladini’s probationary periods by 6 months for additional training opportunities.
      2. Adim Dzeladini Probation Status: Roll Call #12 approved the motion to approve extending Kaylee Pell’s and Adim Dzeladini’s probationary periods by 6 months for additional training opportunities.
   3. Hear Office Manager Report
      1. Approve tentative 2025/2026 Budget & Appropriation Ordinance: Roll Call #13 approved the motion to approve adding a line item for consulting to the tentative 2025/2026 Budget & Appropriation Ordinance. Roll Call #14 approved the motion to approve the Tentative 2025/2026 Budget & Appropriation Ordinance.
      2. Winkel, Parker, Foster Agreement: Roll Call #15 approved the motion to approve Winkel, Parker, & Foster’s Agreement detailing their services.
   4. Trustees
      1. Air Pack Loan: Roll Call #16 approved the motion to approve paying off the loan for the air packs. Brandy will be reaching out to coordinate this.
      2. IAFPD Conference – June 19th – 21st Champaign, Illinois: Stan will not be attending. Eric Burden will address it with the members to see if anyone else is interested in taking his place.
8. Action following and related to closed session: N/A
9. Additional business, information, and announcements: Trustee Stan Warren advised that he’ll be resigning effective immediately, and his notice was given during the meeting. Roll Call #17 approved the motion to approve Trustee Stan Warren’s resignation effective immediately. RJ asked about refilling fire extinguishers, and it was advised that we would refill them, if within our district.
10. Adjournment: The meeting adjourned at 7:16 P.M.