**Fulton Fire Protection District**

**Trustee Meeting Minutes**

**April 9, 2025**

On April 9, 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

Absent: Nicholas Neblung

Office Manager: Brandy Haring

Members: Emma Kuehl, Eric Burden, RJ Sikkema, Steve Myers, Jon Butz, Cade Hansen

1. Approval of Minutes – March 12, 2025, Regular Meeting Minutes and March 20, 2025, Special Meeting Minutes: Roll Call #1 approved the motion to approve the Regular meeting Minutes as presented from March 12, 2025. Roll Call #2 approved the motion to approve the Regular meeting Minutes as presented from March 20, 2025.
2. Approval of Bills – Regular and Upcoming: Roll Call #3 approved the motion to approve the Check Register for March 2025, and the additional due before the next meeting, as presented.
3. Approval of Treasurer’s Report: Roll Call #4 approved the motion to approve the Treasurer’s Report for March 2025 as presented, with verbal discussion regarding Account 5110 – Computer Hardware and Software and Account 5310 – Office Equipment and Accounts 4040 Equipment Repairs – Fire and 4140 Equipment Repairs – Ambulance.
4. Public Forum: N/A
5. Old Business and Action Items (if necessary)
	1. Fire Chief: No updates provided.
	2. Flag Poles: The cost of the flag poles will be $5,599. Brandy will work on getting these purchased.
	3. Carpet/Floors: No updates provided.
	4. Awnings: No updates provided.
	5. New Boots/Gear: No updates provided, there may still be some EMS members that need them.
	6. Apron/Blacktop: No updates provided.
	7. Smoke Detectors: Cade Hansen has a list of those that have requested them. They are still waiting for updates from Officer Wherry.
	8. Tank 2 Warranty: Body, Frame, Paint, Plumbing – Limited Warranty was for 1 year from date of delivery. The passenger side window is broken and may need a new motor.
	9. Fire Alarm Panel: Looking into a new organization to service us was discussed. Chief Eric Burden and Trustee Vice President will look into some additional options such as Lectronics, Additional updates will be provided.
	10. Ladder Truck: Not feasible at this time.
	11. ESO Charting: Brandy discussed the invoice that Rachel received. It currently has recurring charges that were not previously discussed. Rachel will ask for additional information.
	12. Insurance: March payments were good. EMS/MC reports that they struggle with getting a response from Mercy for updated face sheets. Rachel will be working with Mercy for a contact with them.
	13. Helmets (Grant): The helmets were purchased, still waiting for an invoice from Conway Fire for shields.
6. New Business and Action Items (if necessary)
	1. Hear Fire Chief Report
		1. Officer Election Sign-up Approval: Roll Call #5 approved the motion to approve the lists received for members running for officer positions.
		2. MABAS Fees – Schedule attached: MABAS Fees will be $399 for annual dues and $200 for equipment.
	2. Hear EMS Coordinator Report: Nothing to report.
	3. Hear Office Manager Report
		1. Tentative 2025/2026 Budget & Appropriation Ordinance: Ambulance wages were discussed. Office Manager Brandy Haring provided an update from Jamie regarding having one large general fund and advised that the department could choose to combine radio line items if they wanted to. A special meeting will be held May 7, 2025, at 5. P.M. to finalize the tentative 2025/2026 Budget & Appropriation Ordinance.
		2. Semi-Annual Review of Close Sessions to be opened to the public: Roll Call #6 approved the motion to approve the following closed session meeting minutes to be made public: June 12, 2024, July 10, 2024, August 14, 2025, August 18, 2025.
		3. Unpaid Invoices: Brandy addressed two outstanding invoices, one from GVC Industries for detergent that we did not purchase and another one from Bound Tree for supplies that may not have been needed. Chief Eric Burden is going to work on a response to GVC Industries and Rachel will review the Bound Tree Invoice.
	4. Trustees
		1. Frontier Internet/Phone: Trustee Vice President Boyd VanDellen advised that Surf can et us 3 phone lines for $24.95 per line per month. The fire panel and the fax line were discussed since the panel is detecting interruption. It was discussed that we may need to keep frontier for the line that runs to the panel, but Burden will discuss with Lectronics.
		2. IAFPD Conference – June 19th – 21st Champaign, Illinois: RJ, Kent, Art, Boyd, and Stan will be attending with their spouses. Boyd will talk to Trustee Nick Neblung. Brandy will get this booked for everyone attending.
		3. Officer Election 04/24/2025: Elections will take place at 6:00 P.M.
7. Action following and related to closed session: The board of trustees went into closed session at 7:10 P.M. to discuss Personnel Matters Related to Specific Individuals (5 ILCS 120/2€). The open meeting returned at 7:28 P.M. There were no action items.
8. Additional business, information, and announcements: Updates/fixes that are needed on Engine 2 were discussed, currently waiting for valves, and then it will be fixed.
9. Adjournment: The meeting adjourned at 7:47 P.M.