**Fulton Fire Protection District**

**Trustee Meeting Minutes**

**October 9, 2024**

On August 14, 2024, the regular meeting of the Board of Trustees of the Fulton Fire Protection District was held at 6:00 p.m., pursuant to notice, at the Fire Station in Fulton, Illinois.

1. Call to Order: Meeting was called to order at 6:00 P.M. by President Steve Bull.
2. Roll Call: Trustees Present: Steve Bull, Art Kilburg, Boyd VanDellen, and Kent Nicolaysen.

Absent: Stan Warren

Office Manager: Brandy Haring

Members: Eric Burden, Rachel Bielema, Justin VanDellen, Emma Kuehl, RJ Sikkema, John Butz, Steve Myers, Brandon Knott, Kevin Nicolaysen

Public: Chel Boelkens

1. Approval of Minutes: Roll Call #1 approved motion to approve September 11, 2024, Regular Meeting Minutes as presented.
2. Approval of Bills: Roll Call #2 approved the motion to approve the Check Register for September 2024, and the additional due before the next meeting as presented.
3. Approval of Treasurer’s Report: Roll Call #3 approved the motion to approve the Treasurer’s Report for September 2024 as presented.
4. Public Forum: N/A
5. Old Business and Action Items (if necessary)
   1. Cameras: Per Boyd VanDellen, this is still pending with Al. We will table this until he can consult with Al.
   2. Outdoor Lighting: Roll Call #4 approved the motion to approve the quote from Burbach for $7,385 for ceiling fans and outdoor lighting.
   3. Approve the re-organization of the FFPD Board of Trustees for 2024/2025: Roll Call #5 approved the reorganization of the Board of Trustees as follows: Steve Bull, President, Boyd VanDellen, Vice President, Art Kilburg, Treasurer, Stan Warren and Kent Nicolaysen, Trustees.
   4. Kurt VanDellen Consulting: Per Trustee President Steve Bull, the department doesn’t have the money to move forward. Comments from the members were as follows: Justin VanDellen mentioned he doesn’t believe we need to pay someone to do what the officers are already doing and it’s a steep price. He asked for examples of what hasn’t been addressed by the officers. Classes/training from IFSI are being attended. Steve Myers mentioned that it’s not needed, maybe a full-time EMS Coordinator would be a better fit and believes it would be a conflict of interest. Eric Burden questioned why it was happening now and addressed trying in-house changes before making drastic changes. Rachel Bielema mentioned that the disconnect is between the officers and the board of trustees, there is no disconnect between the current officers.
   5. Ice Machine Lean-to: Brandon Knott and RJ Sikkema presented blueprints for a lean-to to cover the ice machine behind the station. The ice machine isn’t keeping temperature during the summer months. Roll Call #6 approved the motion to approve the lean-to, materials purchased from Frary Lumber for up to $1200.
   6. Base Radio: Eric Burden gave an update on the base radio. The MOU with Clinton County has been signed.
   7. Flag Poles: Roll Call #7 approved the motion to approve the purchase of the flag poles for roughly $6,700. It was also discussed that Dale Green would pour the concrete and additional information will be provided regarding the west side sidewalk.
6. New Business and Action Items (if necessary)
   1. Hear Fire Chief Report
      1. Helmets: All helmets are expired or nearly expired. Dinges quotes helmets at $340 per helmet for a rough estimate of $10,125. Roll Call #8 approved the motion to purchase new helmets to be paid for from New Fire Equipment.
      2. Smoke Detectors: Smoke detectors are not donated anymore, and the department has a list of people who want/need them. Roll Call #9 approved the motion to purchase 50 smoke detectors at $13.87 each, for a total of $694.
      3. Knox Boxes – Fulton Family Health Clinic and Fulton Elementary School: Per Justin VanDellen, we do not need to purchase these and be reimbursed. We need to complete a form and send it to Knox, which will allow the organizations to purchase their own.
      4. Additional information discussed: MABAS was asking for members for deployment for hurricane relief. Deploying for 15 days, deploying October 10, 2024. The department does not have any people to send. Also, changing truck numbers was discussed at the last meeting; however, no changes have been made at this time.
   2. Hear EMS Coordinator Report
      1. Ann Hamilton Probation Status: Roll Call #11 approved the motion to extend the probationary period of Ann Hamilton and Arian Casey by 3 Months.
      2. Arian Casey Probation Status: Roll Call #11 approved the motion to extend the probationary period of Ann Hamilton and Arian Casey by 3 Months.
      3. Greg Hofsommer Probation Status: Roll Call #10 approved the motion to move Gregory Hofsommer to full membership.
      4. Ambulance Recall: There is a recall for the ambulance for the oil cooler and an anti-freeze leak. This will be taken care of.
      5. Cooling Station Guideline: Rachel Bielema presented a guideline for a cooling station. A discussion took place to ensure that this is only from 6a-6p, and someone has to be on staff. We will need to add heat, as well.
   3. Hear Office Manager Report
      1. Annual Financial Report: Roll Call #12 approved the motion to approve the 2024 Annual Financial Report prepared by Winkle, Parker, & Foster.
      2. Snow Removal: Roll Call #13 approved the motion to approve the 2024/2025 snow removal bid in the Clinton Herald.
      3. Tax Levy Percentage: Roll Call #14 approved the motion to approve a tax levy increase of 5%.
      4. LEAF Payoff: Office manager explained the LEAF Copy Machine payoff. We needed to give a 90-day notice of intent, which was completed on September 26th. Current Pay off is over $500 to return and over $1,000 to keep. This will be tabled until November to gather additional information.
   4. Trustees
      1. Replacing Outdoor Awnings: The outdoor awnings need to be replaced. We currently do not have quote to get them replaced. This will be tabled for November.
      2. Light Bars for Trucks: The department is looking at lights for vehicles. This will be tabled for November to gather additional cost information.
      3. Long-Term Goals: Boyd VanDellen brought up thinking about long-term goals for the department and how those goals will be funded. He asked the members to bring up what needs to be purchased in the future, so we know when to expect those purchases. Next year’s budget will more than likely need to include computer systems in trucks for the CAD System.
7. Action following and related to closed session: N/A
8. Additional business, information, and announcements: N/A
9. Adjournment: 8:01 PM