

GODFREY FIRE PROTECTION DISTRICT
MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES

On February 27, 2023, the regular meeting of the Board of Trustees of the Godfrey Fire Protection District was held pursuant to the regular meeting schedule of the Board at the Liberty Bank Community Room, 3112 Godfrey Road, Godfrey, Illinois at 5:00 P.M.

In attendance the meeting were Trustees Fischer, Horn, and Ford. Also present for the meeting were Fire Chief Cranmer; NorthStar Management Representative Wojtkowski; Fire Commissioners Sowders, Clemons, and Cox; members of the Fire Department, members of the Mt. Olive Fire Protection District Fire Department; members of the public; and legal counsel for the Fire Protection District.

The meeting first turned to Announcements & Presentations.

The Chair called forward Bryce Parish and Chief Emeritus John Sowders, Chair of the Board of Fire Commissioners, for the administration of the oath of office to Mr. Parish upon successful completion of his probationary period. Following the administration of the oath, congratulations were extended to Mr. Parish. It was noted that members of the Mt. Oliver Fire Protection District Fire Department where Mr. Parish participated as a member of the department were present to recognize him upon his accomplishment.

The meeting next turned to new fire station project matters and the Chair called for the report of Mr. Wojtkowski for Northstar Management. Mr. Wojtkowski presented his written report in the usual fashion and related to the meeting that the groundbreaking had been held on February 16, 2023 and was a success. He noted that dirt work has started at the site, and that water service and the hook up to the sewer system are being installed. Utility permits has been obtained from the Illinois Department of Transportation. Mr. Wojtkowski indicated that it will be necessary to import dirt to the site and that it will take approximately 512 truckloads of dirt to be placed on the site. It was noted that there have been some changes to the scope of work. One relates to the tie-in to the main sewer line versus the existing manhole. This will be an additional cost of \$9,100.00 which will be absorbed in the construction manager's contingency. A delivery delay in the HVAC equipment caused a change to a different HVAC unit with a shorter delivery time at an additional cost of \$9,000.00 which will also be absorbed by the construction manager in its contingency. The waiver of installation of a sidewalk is pending at this time with the Village of Godfrey. The IDOT access permit application has been

submitted; builder's risk insurance is in place; and the performance and payment surety bonds have been received. There was discussion regarding the need for a radio tower, and it was reported that a determination was made not to proceed with a 180-foot tower. Instead, a tower with a lower height is being considered. The Chief noted that an AFG grant application was submitted to cover the cost of the tower. There was discussion regarding the procurement and installation of an 80-foot tower at a lower cost than budgeted. Mr. Wojtkowski reported that a budget summary was included in his report, and he focused on the construction manager's contingency of which \$18,590.00 has been used. Under the owner's contingency, \$250.00 was used for procurement of EPA permitting and \$10,000.00 for placement of water meters. This was in lieu of a water service meter charge of \$301.00 per month. Mr. Wojtkowski indicated more would come regarding the water meter issue. A cash flow report was contained in the written report, and Mr. Wojtkowski indicated that the additional funding from the bank financing would likely be needed in the September to October timeframe based upon current conditions. He advised that he is maintaining a log of invoicing which includes a breakdown on bond funding and other funding sources. Under looking ahead activities, he reported that work continues on the furniture, fixtures, and equipment procurement. There was discussion regarding installing electric vehicle chargers at the new fire station. It was noted that there would be a credit card for this and that it would likely exceed home charging cost by about 3 or 4 times. Mr. Wills noted that a solar panel installation at a later date could make such a charging station attractive. There was discussion by the Board of authorizing Mr. Wojtkowski to sign change orders on the project where there are no cost changes, and upon motion of Mr. Horn, seconded by Mr. Fischer, and unanimously approved, this authorization was given.

The Chair next called for the presentation of the minutes of the meeting of the Board held on January 23, 2023 and upon motion of Mr. Horn, seconded by Mr. Fischer, and unanimously approved, the minutes were approved as presented.

The meeting next turned to the Treasurer's Report. Mr. Fischer presented the report and advised that at January 31, 2023, the District had a total balance in its General-Emergency & Rescue-FICA/Medicare-Audit-Insurance Fund of \$2,615,346.94. For the general fund, the cash on hand balance at January 1, 2023 stood at \$1,862,073.04; there were receipts during the month of \$86,935.91; and disbursements during the month of \$118,613.17 leaving a balance in the general fund of \$1,880,395.78. The audit fund had a balance at January 31,

2023 of \$90,015.94 and the insurance fund had a balance \$694,935.22. The report of the Treasurer also contained the cash on hand distribution report and the fund designation report. Mr. Fischer noted that the Treasurer's Report included the budget versus actual expenditures report for the General-Emergency & Rescue-FICA/Medicare Funds at January 31, 2023. The Board packet also contained the January 2023 Expenditure Report By Budget Line Item; the Audit Fund Financial Statement at January 31, 2023; the Insurance Fund Financial Statement as of January 31, 2023; the Pension Fund Financial Statement as of January 31, 2023; the Bond Project/Debt Service Fund Financial Statement as of January 31, 2023; the agency Fund Financial Statement as of January 31, 2023; the Tax Receipts and Disbursements Summary through January 10, 2023; the Receipts & Disbursements YTD Comparison Report for January 2023; and the Detail-Receipts & Disbursements Report for January 2023. Mr. Fischer reported specifically on the bond fund holdings and advised that the balance at January 31, 2023 for all funds total \$7,004,265.45. Of that total Liberty Bank holds \$1,626,016.87; Carrollton Bank holds \$2,595,473.69; and CNB Bank holds \$2,584,248.75. Liberty Bank also holds \$198,426.70 in the debt service account and \$100.00 in the project payment account. Thereafter, a motion was made by Mr. Horn, seconded by Mr. Fischer, and unanimously approved to accept the Treasurer's Report and to approve the payment of District bills as same come due during the month in accordance with the bill payment procedure of the District.

The meeting next turned to the President's Report. Mr. Ford advised the meeting that the governor had a member of the Chicago Fire Department as the new State Fire Marshal.

The meeting next turned to the Fire Chief's Report.

The Chief reported there were 194 calls in January.

Under personnel matters, newly hired firefighter Nick Westerhold started work on February 7, 2023, and he will be reporting to the Fire Academy at the Illinois Fire Service Institute on February 27, 2023.

Under grants/revenue/donations, the Chief reported that an application for an AFG Grant in the amount of \$326,170.00 had been submitted which would include a match of \$15,532.00 for the District. This would fund the purchase of 25 portable dual band radios; 11 mold dual band radios; and an 80-foot radio tower.

Under Station/Apparatus/Equipment, the Chief advised that the rehabilitation of Unit 1410 is scheduled to be completed with an in-service goal of March 5, 2023. A flag lowering ceremony will be held on that date in memory of Capt. Jake Ringering at 4:00 P.M. and the

truck would be pushed into the station at that time. The Chief reported that he had received a \$60,000.00 offer from a fire department in Arkansas for the sale of Unit 1471. He feels that the District may receive a \$65,000.00 offer. The Chief advised that he had placed Unit 1422 (old unit) for sale, but he indicated that the market for trucks of that age is flat at this time. The advised that the ESO installation is going well and that the system is live at this point. He confirmed that the cab and chassis for the new rescue vehicle has been ordered and that bill date and VIN should be coming shortly. It is expected that a delivery time of approximately 25 weeks for the construction of the body will be required. The Chief reported that hose testing was scheduled for Labor Day weekend this year.

Under building inspections, the Chief advised that these are in progress for 2023.

With regard to training, 2023 training is ongoing at this time.

Under special notes the Chief reiterated that a flag lowering ceremony in honor of Capt. Jake Ringering would be held at 5:00 P.M. on March 5. He reported that PPE supplies are satisfactory at this point and that both stations continue to limit public access to the living quarters.

Under action items, the Chief suggested the consideration of selling Unit 1471 for \$65,000.00 in June and that preparations move forward for the sale of old Unit 1422. A motion was made by Mr. Fischer, seconded by Mr. Horn, and unanimously approved, to offer Unit 1471 for sale at a price of \$65,000.00 with a \$5,000.00 downpayment to hold the truck until June of this year.

There was next further discussion regarding the disposition of Unit 1422. It was suggested that approximately \$10,000.00 would be needed to repair the truck for sale. It was noted that this is a "pre-emission" truck which makes it attractive for some districts. Mr. Hamberg advised that the truck should bring approximately \$25,000.00. A motion was made by Mr. Fischer, seconded by Mr. Horn, and unanimously approved to proceed with the sale of Unit 1422 with an asking price of \$25,000.00.

The meeting next turned to the Attorney's Report. The attorney reported that work would need to commence soon on the Decennial Efficiency Committee formation with a deadline of June 10, 2023 to form that committee.

The meeting next turned to public comments. There were no public comments.

The meeting next turned to other business.

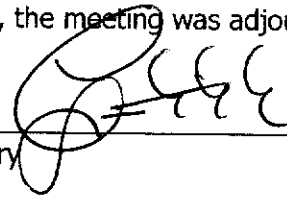
The first item for other business involved the approval of a Foreign Fire Insurance License Fee Collector for the District and a motion was made by Mr. Horn, seconded by Mr. Fischer, and unanimously approved, to designate the Illinois Municipal League to collect the Foreign Fire Insurance License Fee at this time.

It was noted that the disposition of Unit 1471 had been dealt with earlier in the meeting.

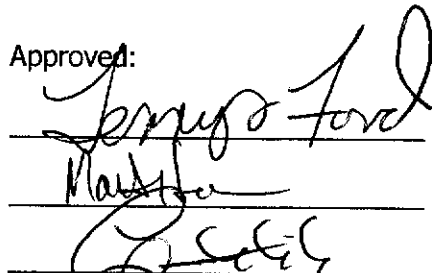
There were no personnel matters to be taken up by the Board.

There being no further, or other, business to come before the meeting, upon motion of Mr. Horn, seconded by Mr. Fischer, and unanimously approved, the meeting was adjourned.

Secretary



Approved:



Being All of The Trustees of the
Godfrey Fire Protection District