

GODFREY FIRE PROTECTION DISTRICT
BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING

On February 28, 2022, the Board of Trustees of the Godfrey Fire Protection District held its regular meeting pursuant to its 2022 meeting schedule. The meeting was held in the Community Room of Liberty Bank located at 3112 Godfrey Road, Godfrey, Illinois.

Attending the meeting were Trustees Ford, Fischer, and Horn. Also present for the meeting were Mr. Don Wojtkowski of NorthStar Management; Fire Chief Cranmer; members of the Fire Department; and members of the public. legal counsel for the Fire Protection District was also present.

The Chair first called for announcements and presentations. Fire Chief Cranmer was recognized.

Chief Cranmer called forth recently retired Lt. J.D. Wilson to be recognized upon his retirement. Lieutenant Wilson was presented with a shadow box to commemorate his service with the District and he was commended for his efforts on behalf of the District and the Department particularly in the area of equipment maintenance.

The Chief next called forth Firefighter Jake Elder who has been promoted to the rank of Lieutenant upon Mr. Wilson's retirement.

Both Mr. Wilson and Mr. Elder were recognized by standing applause from those in attendance.

The Chief also reported that the newest member of the Department, Bryce Parish, had begun his training at the Fire Academy at the Illinois Fire Service Institute, and that his commissioning as a new member of the Department would occur upon his return from that training.

The Board next heard from Mr. Wojtkowski regarding the New Station development. Mr. Wojtkowski presented his report in both written and oral form. He initially reported regarding the status of the Construction Manager selection and noted that S.M. Wilson had been selected by the Board of Trustees to serve as Construction Manager at fee of 3.25% of the construction cost of work with a pre-construction services fee of \$25,000.00. A proposed contract which had been reviewed by NorthStar Management and legal counsel for the District was presented to the Board for its consideration. Mr. Wojtkowski indicated that a letter to proceed should be directed shortly to the Construction Manager upon approval and execution of the contract by

the District. Mr. Wojtkowski reported regarding the geo technical investigation which had been made and indicated that a significant amount of undocumented fill has been found on the site for the Station. He suggested there will be some issues regarding remediation of the soil which could include either removal of unsatisfactory soil and replacement with good fill or using piers for the foundation of the building. He indicated that a review is being made of the various cost estimates for the project and he suggested that this would be a challenging process due to the recent inflation in the cost of construction as well as the scope of the preliminary plans for the New Station. He indicated that a furniture inventory is also being prepared to use for a cost estimate and to determine the feasibility of reusing the reuse of existing furniture in the current Stations. The next phase of the process will be to develop schematic designs and Mr. Wojtkowski indicated that the project was still on schedule for an August commencement of construction. He noted that there may be early award packages for soil remediation work. He suggested that the Board conduct a review of the project budget and that steps be taken to procure Builder's Risk Insurance quotes. The attorney advised that he would contact the Steck Cooper Agency for that purpose. Mr. Wojtkowski conclude his remarks by suggesting that no further funds be expended from the Bond proceeds for equipment or other uses until a guaranteed maximum price is arrived at for the Station Project.

Thereafter, there ensued discussion regarding the condition of the soil at the construction site. Members of the Department indicated their dissatisfaction with the need for soil remediation on site and suggested that others should be responsible for the condition of the site. They suggested that the Board had been informed previously by a department member that a soil problem could exist on the site. There ensued further dialog regarding the nature of the acquisition of the site including the fact that the Village of Godfrey acquired the site through a condemnation process and is transferring the property without cost to the District based upon an exchange of real estate previously agreed to. There followed discussion regarding possibly restructuring the building or relocating it. There was discussion regarding the likely higher cost of the Station than had been anticipated and the impact of that on the acquisition of fire apparatus. There was discussion regarding certain design features of the building, including bed rooms and Retired Lt. Wilson suggested that there should be a plan for equipment replacement. He suggested that this had been recommended to the Board previously. It was noted by Mr. Ford that a plan for replacement had been developed and is a good idea, however, funding for such a plan is a separate issue.

Following the conclusion of the foregoing discussion, a motion was made by Mr. Horn, seconded by Mr. Fischer, unanimously approved to approve the Construction Management agreement with S.M. Wilson as presented to the Board.

The meeting next discussed the adoption of an ordinance to request the transfer of the former Highway House property by the Village of Godfrey to the Fire Protection District. The Attorney explained the workings of the Local Government Property Transfer Act and the need for such an ordinance to carry through on the transfer of legal to the Highway House site. Thereafter, a motion was made Mr. Horn, seconded by Mr. Fischer, and unanimously approved to approve Ordinance 22-01 being entitled "AN ORDINANCE REQUESTING THE TRANSFER OF REAL ESTATE PURSUANT TO THE LOCAL GOVERNMENT PROPERTY TRANSFER ACT."

Thereafter, Mr. Wojtkowski departed the meeting with the thanks of the Board.

The Chair next called for presentation of the Minutes of the prior meeting of the Board, however, it was noted that, through a copying error, the third page of the January 24, 2022 Minutes was not included in the document distributed to the Board. For that reason, the approval of the Minutes was deferred to the next regular meeting. There ensued a brief discussion regarding the content of the January Minutes and there were multiple comments made by members of the Fire Department who were in attendance regarding the question of a member not being in full PPE gear at the time of a fire on Humbert Road in January. There was discussion regarding the performance of the Fire Department in connection with that fire and the dissatisfaction of the Fire Chief and various members of the Department regarding comments that compliance with PPE requirements had not been met. Various explanations were given regarding the incident and a photo showing a member without his helmet.

Thereafter, the meeting turned to the Treasurer's Report. The Treasurer presented his report in the usual fashion and first presented the General-Emergency & Rescue-FICA/Medicare-Audit-Insurance Fund report as of January 31, 2022. He advised that cash on hand in the General-Emergency & Rescue-FICA/Medicare Fund stood at \$1,464,180.30 with receipts during the month of \$68,432.15 and disbursements during the month of \$143,316.38 leaving a balance at January 31, 2022 of \$1,389,296.07. He also reported that Audit Fund had a balance of \$99,407.91 at January 31, 2022 and that the insurance fund had a balance of \$649,412.92 at the same date. The Treasurer also presented the cash on hand distribution report and the fund designation report as of January 31, 2022. The Treasurer noted that the

Board packet also contained the January financial statement for the General-Emergency & Rescue-FICA/Medicare Fund showing receipts and disbursements from that fund on a monthly and year to date basis; the January 2022 expenditure report by budget line item; the Audit fund financial statement as of January 31, 2022; the Insurance fund financial statement as of January 31, 2022; the Pension fund financial statement as of January 31, 2022; the Bond Project fund as of January 31, 2022; the Agency Fund account as of January 31, 2022; the January 2022 Receipts & Disbursements YTD Comparison Report; the Tax Receipts Summary and Disbursements report through January 11, 2022; the Receipts & Disbursements detail report for January 2022; and the Warrant report dated February 28, 2022. Thereafter, upon motion of Mr. Horn, seconded by Mr. Fischer, unanimously approved the Treasurer's report was accepted as presented and the bills of the District were approved for payment as they come due in the normal course of business in accordance with bill payment procedure of the District.

The meeting next turned to the report of the Board of Fire Commissioners. Mr. Sherman reported that the Board had no report.

The meeting next turned to the President's report. The President advised that he had no report.

The meeting next turned to the Fire Chief's report which was delivered in written and oral form in the usual manner.

The Chief advised that in January 2022 there 189 calls of which 149 were Rescue and EMS.

Under Personnel he again advised that Bryce Parish has commenced work for the District and is now attending the Fire Academy at the Fire Service Institute in Champaign, Illinois.

With regard to Grants/Revenue/Donations, the Chief reported that the IPRF Grant had been received in the amount of \$5,898. He indicated that the Grant applications to the AFG program and the Small Equipment Grant program are pending. He advised that the Godfrey Women's Club had made a \$500 donation to the District for EMS supplies and he noted that the fund from the Women's Club had previously been used for cardiac equipment, but that with the acquisition of the LUCAS CRP device the District is discontinuing its use of the Rescue Pods and we request that the donation be used for capnography sensors.

Turning to Stations/Apparatus/Equipment, the Chief advised that Unit 1410 is at the station and that work continues on that Unit. He advised that new Unit 1400 is in service and

indicated that disposition of the old Unit 1400 needs to be taken up by the Board. He informed the Board that additional work on paint with regard to the repair of Unit 1422 is pending, but that MAC's had agreed to accomplish the defective painting. He advised that Unit 1412 is at MIKE's with front end issues. The Chief called on Mr. Hamburg who indicated that this could be an expensive repair on the front axle. The Chief advised that Lakeside Roofing is awaiting material before performing work on the Station 2 roof. He informed the Board that the cardiac monitors are now in service and that gear had been ordered pursuant to prior approval of the Board, however, striping materials is difficult to obtain at this time as there is a shortage of that material. The Chief reiterated that Firehouse Software remains in service, but that the District continues notifications that it will be taken out of service at some point. The Chief advised that a replacement for 1450 is being developed. He noted that the current Unit is rusting and that a single dedicated Rescue truck should be obtained. Under training, he advised that the Fire Officer class has one interested party at this time and that Assistant Chief Wills will be attending a trench rescue class in Wilmington, Illinois in May.

Under special notes, the Chief advised that on March 5, 2022 a flag lowering will be held in recognition of the late captain Jake Ringering. He also advised that members of Department would be participating in a Back Stoppers fundraising event by a 40-mile hike to Pere Marquette in honor of the late Captain Jake Ringering.

The Chief requested that red truck repair items be addressed as they occur.

The Chief requested that the Board consider procuring 5 more sets of gear at a cost of \$2,600 each in order to reequip the entire Department.

The Chief advised that he could place a notice of availability of old Unit 1400 through a notice with the MABAS division. There was considerable discussion regarding the condition of the Unit. The Chief noted that the Bethalto Fire Department had expressed some interest in the vehicle, however, it was noted by Mr. Hamburg that \$3,000.00 to \$4,000.00 would be required to repair the vehicle. There was discussion regarding the advisability of selling the vehicle to a member of the public as opposed to another Fire Department.

The Board next took up the request of the Chief to expend the \$500 donation from the Godfrey Women's Club for capnography sensors. A motion to approve the requested was made by Mr. Horn, seconded by Mr. Fischer, and unanimously approved.

The Board next took up the Chief's request for the purchase of 5 additional sets of PPE. A motion was made by Mr. Horn to approve the request, it was seconded by Mr. Fischer, unanimously approved.

The meeting next turned to the Attorney's report. There was no report.

The meeting next turned to public comments. Mr. Fischer indicated that he had spoken with the Steck Cooper Agency and determined that for an additional \$2,500.00 per year, the District could increase its Umbrella Insurance coverage to \$10,000,000.00. It was the consensus that this should be done and would be made an action item at the next regular meeting of the Board.

The meeting next turned to Other Business.

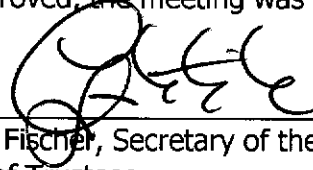
The first item of Other Business was an Intergovernmental Agreement with the Village of Godfrey regarding the sharing of cost for the repair of the Station #2 roof. A proposed Intergovernmental Agreement had been circulated to the Board ahead of the meeting. A motion was made by Mr. Horn, seconded by Mr. Fischer, and unanimously approved to approve the Intergovernmental Agreement as presented. The Attorney was requested to forward it to the Village of Godfrey for its consideration.

The meeting next took up the disposition of old Unit 1400. There was further discussion regarding the advisability of disposing of that vehicle by sale or donation to another Fire Department. After further discussion, a motion was made by Mr. Horn, seconded by Mr. Fischer, unanimously approved to scrap the vehicle and to have all insignias on the vehicle removed prior to that step.

The meeting next turned to a request by a newly formed Godfrey Retired Firefighters Group to be recognized as the exclusive representative of the District with regard to the Madison County Firemen's Association Bingo Fundraising Program. Mr. Ford explained the purpose of the request based upon the Fire Department and its Association having indicated that it no longer is willing to work at the bingos. The Retired Firefighters Group is willing to do so. He noted that a non for profit corporation had been formed and its bylaws had been prepared and distributed. Thereafter, a motion was made by Mr. Fischer, seconded by Mr. Horn, unanimously approved to grant the request of the Godfrey Retired Firefighters group as the exclusive representative of the District with regard to participation in the Madison County Firemen's Association Bingo Fundraising program.

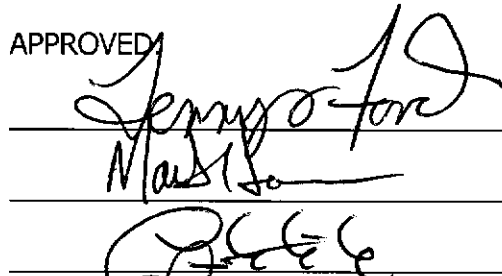
The meeting next turned to personnel matters. There were no personnel matters to be taken up.

Thereafter, there being no further, or other, business to come before the meeting, upon motion duly made, seconded, and unanimously approved, the meeting was adjourned



Gerard Fischer, Secretary of the Board of Trustees

APPROVED



Being all of the Trustees of the Godfrey Fire Protection District