

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

On March 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.

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

The Chair first called for Announcements & Presentations. The Chief noted that the one-year anniversary of the passing Firefighter Ed McBride would occur on March 29, 2023 and a moment of silence was observed in remembrance of Mr. McBride.

The meeting next turned to new station matters and the Chair called upon Mr. Wojtkowski for his report. He delivered his report in both written and oral form and noted that some time has been lost in moving forward with construction due to rain, but that earth work is in progress and will be followed by completion of the building pad fill and the commencement of pier work. He reviewed the immediate timeline for additional work and noted that site utility work has been commenced with Ameren Gas and sanitary and stormwater tie ins being installed along with water service up to the Illinois Department of Transportation right of way. Mr. Wojtkowski reviewed the financial status of the project and indicated changes which have been made in the contingency line item including the deletion of bond expense for subcontractors due to the use of subcontractor completion insurance. He indicated that the installation of the sidewalk had been deleted pursuant to a wavier granted by the Village of Godfrey and the cameras and an equipment are also being deleted and these items be provided by other vendors outside the construction contract. Mr. Wojtkowski presented a Funding Status Report for the project which reflected the bond balance at February 27, 2023 of \$6,799,700.00; payments in March of \$633,425.00; and a transfer from the Insurance Fund of \$300,000.00 leaving a balance of \$6,466,275.00. He also noted the adjustments to the project cost showing a balance to finish of \$7,409,194.00, leaving an additional loan requirement at this time of \$942,919.00. Mr. Wojtkowski indicated that a site trailer should be coming to the location soon. The Chief commented that FeatherShark has reduced the number of cameras proposed

for installation at the station and made other changes. He noted that the wiring for two additional cameras would be installed so that there would be a potential of 360 degree coverage by the camera system and for a camera in the meeting room. Mr. Wojtkowski requested approval of the Board for Pay Request No. 1 and Pay Request No. 2. There was a comment about the purchase of first aid kits being included in the pay request and lodging for an SM Wilson employee, however, Mr. Wojtkowski indicated that he would be conferring with SM Wilson regarding those charges. Thereafter, a motion was made by Mr. Fischer, seconded by Mr. Horn, and unanimously approved to approve Pay Request No. 1 and Pay Request No. 2. Mr. Wojtkowski next reported that the Agreement with the Village of Godfrey regarding the deferral of sidewalk installation has been approved by the Village of Godfrey and a motion was made by Mr. Horn, seconded by Mr. Fischer, and unanimously approved, to likewise approve the Agreement and authorize its execution on behalf of the District.

The Board next discussed with Mr. Wojtkowski and those in attendance a Firefighter Cancer Awareness and Prevention Brochure which had been issued by the Illinois Associated Firefighters and the Firefighter Cancer Support Network. Mr. Wojtkowski indicated that he was working with the engineers on the new station project regarding room pressurization for the working area and the living area of the station. There was discussion regarding an exhaust capture system and discussion followed regarding systems which attach to fire apparatus versus those which are general. Mr. Wojtkowski indicated there is an emergency exhaust system with a monitor in the bay area and an alarm in the current plans. This system would adjust the air in the station automatically or manually. Mr. Wojtkowski indicated he would inquire in to the cost of an exhaust capture system and Mr. Ford suggested that it be considered for safety reasons.

The meeting next turned to consideration of the minutes of the meeting of the Board held on February 27, 2023 and upon motion of Mr. Fischer, seconded by Mr. Horn, and unanimously approved, the minutes were approved as presented.

The meeting next turned to the Treasurer's Report and approval of bills. Mr. Fischer delivered this report in written and oral fashion. He noted that in the General-Emergency & Rescue-FICA/Medicare-Audit-Insurance Fund Financial Report as of February 28, 2023 total cash on hand was \$2,481,578.22 comprised of \$1,707,328.27 in the General-Emergency & Rescue-FICA/Medicare Fund; \$90,032.18 in the Audit Fund; and \$684,217.77 in the Insurance Fund. He reviewed the Cash on Hand Distribution Report and the Fund Designation Report.

Mr. Fischer also reported regarding the Bond Fund and noted that cash on hand at February 28, 2023 stood at \$7,016,695.60 with the proceeds being on deposit in the amount of \$1,625,345.74 with Liberty Bank; \$2,600,165.63 with Carrollton Bank; and \$2,586,627.11 with CNB Bank. The Debt Service Account at Liberty Bank stands at February 28, 2023 of \$204,457.12 and the Project Payment Account stands at \$100.00 with Liberty Bank. Mr. Fischer also noted that the Board packet contained additional financial reports including the Budget Comparison Report for the General-Emergency & Rescue-FICA/Medicare Funds at February 28, 2023; the February 2023 Expenditure Report by Budget Line Item showing monthly, fiscal year to date, and budget line item balance through February 2023; the Audit Fund Financial Statement as of February 28, 2023; the Insurance Fund Financial Statement as of February 28, 2023; the Insurance Fund Financial Statement as of February 28, 2023; the Pension Fund Financial Statement as of February 28, 2023; the Agency Fund Report as of February 28, 2023; the Tax Receipts Summary and Disbursement Report through February 7, 2023; the Receipts & Disbursements YTD Comparison Report for February 2023; and the Detail-Receipts & Disbursements Report for February 2023. Mr. Fischer also noted that the Warrant Report for the month of February 2023 was included in the Board packet. Thereafter, a motion was made by Mr. Horn, seconded by Mr. Fischer, and unanimously approved to accept the Treasurer's Report as presented and to approve the payment of bills in the ordinary course of business in accordance with the bill payment procedure of the District. It was noted that budget preparation will begin at the May meeting of the Board.

The meeting next turned to the President's Report. The President reported regarding the status of the State Marshal Revolving Truck Loan Program and indicated that it is his understanding that decisions will begin in May regarding those applications. The President advised that the Madison County Firefighters Association would be hosted by the District on the third Thursday of December this year. Approximately 100 people would be expected to attend at a cost of approximately \$1,000.00. It was noted that this is a hosting that occurs on a rotating basis throughout the County.

The meeting next turned to the Fire Chief's Report. The report was delivered in written and oral form by the Chief.

The Chief advised there were 163 calls in February 2023.

Under personnel, he reported that Firefighter Nick Westerholdt is performing well at the State Fire Academy. He should graduate on April 14, 2023 and will be returning for additional

training through May 5 for additional topics. The Chief noted that he is in the top 5 of his class for physical fitness.

The Chief next turned to Grants/Revenue/Donations and noted that the submitted applications for the AFG Grant and Small Equipment Grant and the Revolving Truck Loan Program are all still pending. He indicated that currently it takes 3 to 4 years for a new fire apparatus to be produced after an order is placed.

With regard to Station/Apparatus/Equipment matters, the Chief advised that Unit 1410 did enter service as of March 5, 2023. He advised that Unit 1471 has been negotiated for sale and that an agreement is pending with the purchaser of that apparatus to occur in June when the District's new truck arrives. The Chief reported that the East Alton Fire Department is interested in Unit 1420 and has offered to pay \$24,999.00 for it. The Chief advised that the Unit 1450 replacement is scheduled for construction on May 5, 2023 and that the rescue body for that unit is in the queue with the manufacturer of the body.

The Chief indicated that the Board of Fire Commissioners will be moving toward making promotions at the next meeting of the Commission pending the retirement of Assistant Chief Bellitto.

The Chief reported that the Godfrey Women's Club had made a \$500.00 donation for EMS equipment.

The Chief advised that Unit 1460 is pending installation of a new light bar.

The meeting next turned to the Attorney's Report. The attorney discussed with the Board the formation of the Decennial Efficiency Committee. He suggested that this should occur at the May Board meeting to identify two members of the general public to participate in that committee process. He also discussed with the Board the paperwork being prepared for Madison County with regard to the ARPA Funds being distributed to the District and the need to identify how the \$60,000.00 funding would be applied.

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

The meeting next turned to other business.

The Board turned to disposition of Unit 1471 and upon motion of Mr. Fischer, seconded by Mr. Horn, and unanimously approved, the sale of 1471 to the Tracy Area Fire Department was approved and the Chief was authorized to proceed with the contract.

The Board next took up the sale of old Unit 1420. This is a 1998 KME unit which the East Alton Fire Department has offered \$24,999.00 to purchase. A motion was made by Mr.

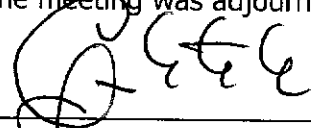
Ford, seconded by Mr. Horn, and unanimously approved, to proceed with the sale of the unit to the East Alton Fire Department.

The Board next discussed briefly emergency ambulance service in the District and the Chief reported that one of the current providers, Lakeside has been spotty in service.

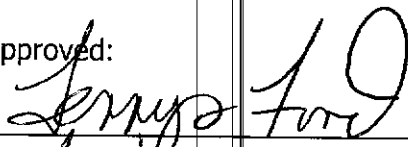
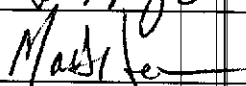
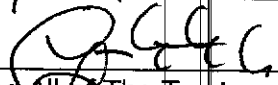
The meeting next turned to filling a vacancy on the District's Paid Firefighters' Pension Board and this was deferred.

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.


Secretary

Approved:

Being All of The Trustees of the
Godfrey Fire Protection District