

GODFREY FIRE PROTECTION DISTRICT
BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING

On April 25, 2022, the regular meeting of the Godfrey Fire Protection District Board of Trustees was held in the Community Room of Liberty Bank, 3112 Godfrey Road, Godfrey, Illinois pursuant at 5:00 p.m. pursuant to the Board's revised 2022 meeting schedule.

Present for the meeting were Trustees Fischer, Ford, and Horn. Also present were Fire Commissioners Cox, Clemons, and Sherman; Mr. Don Wojtkowski and Mr. Ryker Warmouth of NorthStar Management; Mr. Mark Kratschmer and Mr. August Wuellner of the New Fire Station Citizens Advisory Committee; Brennan Hartin, Katie Corey, and Nick Biesher of FGM Architects; Mike Mitchell of BRIC, Consulting Engineers; Fire Chief Cranmer; Fire Department members Estes and Stratton; and legal counsel for the District.

The Chair called for a moment of silence in memory of Assistant Chief Ed McBride who had recently passed away.

Following the moment of silence, the meeting turned to New Fire Station Project matters.

The Chair called upon Mr. Wojtkowski to report for Northstar Management regarding progress on the new station. Mr. Wojtkowski presented a written report to the Board dated April 25, 2022 which related recent activities; look ahead activities; scheduling; and budgeting. He noted that a meeting had been conducted on April 13, 2022 with the Construction Manager, SM Wilson, and FGM Architects and meeting notes were attached to the Northstar report. Mr. Wojtkowski completed his report by looking at the project budget breakdown which had been developed on a worst case and best case basis. On a best case basis the total project would have a projected cost of \$6,964,454.00 and on a worst case basis it would have a total project cost of \$7,496,395.00. In the worst case scenario, it would be necessary for the District to use proceeds from other funds in addition to Bond Issue sale to fund the completion of the station.

The meeting next heard from Mr. Hartin and representatives of FGM Architects regarding the status of the work on the project following the approval of the Schematic Design which had been approved at the previous meeting of the Board. Mr. Hartin indicated that the Architect and the Construction Manager along with the District's Project Team is now gathering information and working on siting of the building location on the property, considering the need, if any, for traffic signalization for ingress and egress to the station site; and working to

develop samples of exterior and interior finishes for the building. Elevations of the proposed building were presented and reviewed. There was discussion regarding using fiber cement for the exterior finish along with masonry. The floor plan was noted to be the same as in the Schematic Design. Samples of floor finish products were presented for consideration. There was discussion regarding the installation of a sound dampening reflective ceiling plan for the bay area; the various rooms in the station including the entry and lobby; the Chief's office; the training and bunk areas; and the kitchen and day room layouts. Mr. Hartin indicated that it is expected that residential ADA Standards would be applied to the station and there was discussion regarding those requirements. He informed the meeting that the safe room which would be built into the station would have a battery system for lighting backup rather than being connected to the building generator system in order to save costs. Mr. Wojtkowski noted that the building would be constructed in accordance with 2018 IBC Seismic Standards. Mr. Fischer inquired regarding a possible acceleration of the process of the design work, however, Mr. Wojtkowski indicated that the end of May is about as soon as this phase of the design could be accomplished. He noted that some package bids may be put out earlier for certain work such as the foundation; roof membrane; and structural steel. In response to a question from Mr. Fischer, FGM indicated that it and SM Wilson would assist in a ground breaking event when that is scheduled. Mr. Wojtkowski suggested that the webpage for the project which SM Wilson had indicated would be provided should be set up at this time to disseminate public information about the project. There followed additional discussion regarding future time slots for planning. The Board thanked Mr. Wojtkowski and Mr. Hartin as well as the other FGM representatives for their comments.

Thereafter, Mr. Wuellner and Mr. Kratschmer departed the meeting as did Mr. Hartin and Ms. Corey. It was noted that Mr. Biesher and Mr. Mitchell had departed the meeting earlier due to other comments.

The meeting next turned to consideration of minutes of the meeting held on March 28, 2022 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. Mr. Fischer reported that the General-Emergency & Rescue-FICA/Medicare-Audit-Insurance Funds at March 31, 2022 had a combined total balance of \$1,906,555.58 comprised of \$1,173,148.12 in the General-Emergency & Rescue-FICA/Medicare Fund; \$99,798.22 in the Audit Fund; and \$633,608.81 in the

Insurance Fund. He reported that the Cash on Hand in the General-Emergency & Rescue-FICA/Medicare Fund at March 1, 2022 stood at \$1,242,948.86 and that there were receipts of \$63,841.11 during the month and disbursements of \$133,641.85 leaving a balance at March 31, 2022 of \$1,173,148.12. The Treasurer also presented the Cash on Hand Distribution Report which reflected a breakdown of \$1,818,800.84 being held in the Illinois Funds and \$87,754.31 being held at Liberty Bank. He also related the Fund Designation Report between the Building and Equipment Replacement Funds as well as Undesignated Funds. The Treasurer also presented the report regarding the Bond Project Fund and advised that currently \$2,144,716.65 is held at Liberty Bank; \$2,568,872.95 is held at Carrollton Bank; and \$2,569,790.11 is held at CNB Bank for total proceeds of \$7,283,379.71. He advised that the Debt Service Account at Liberty Bank has a balance of \$105,725.00 at this time and the Project Payment Account at Liberty Bank has a balance of \$100.00. The Treasurer also advised that the Board packet contained the March 31, 2022 Statement for the General-Emergency & Rescue-FICA/Medicare Funds Statement comparing the budget, monthly, year to date figures for that fund; the March 2022 Expenditure Report by budget line item; the Tax Receipts Summary and Disbursement Report through March 16, 2022; the Audit Fund Financial Statement as of March 31, 2022; the Insurance Fund Financial Statement as of March 31, 2022; the Pension Fund Financial Statement as of March 31, 2022; the Bond Project Fund Statement as of March 31, 2022; the Agency Fund Statement as of March 31, 2022; the Receipts & Disbursements YTD Comparison Report for March 2022; and the Detail-Receipts & Disbursements Report for March 2022. The Treasurer also noted that the Warrant Report dated April 25, 2022 was contained in the Board packet. A motion was made by Mr. Horn, seconded by Mr. Fischer, and unanimously approved to accept the Treasurer's Report as presented. The meeting next turned to payment of bills and a motion was made by Mr. Horn, seconded by Mr. Fischer, and unanimously approved to approve the payment of bills as same come due in the normal course business in accordance with the Bill Payment Procedure of the District.

The meeting next turned to a discussion of the 2022-2023 Budget and Appropriation Ordinance and it was noted that the Board would be adopting the Tentative Budget at the May meeting. The attorney indicated that he would forward a draft Tentative Budget to Mr. Fischer shortly.

The meeting next turned to the Board of Fire Commissioners Report. Mr. Sherman reported that the Board had met prior to the meeting of the District Board, however, no action had been taken at the meeting.

The meeting next turned to the President's Report. The President advised there was no report.

The meeting next turned to the Fire Chief's Report. The Chief presented his report in written form and reported orally to the Board regarding its contents.

Under Personnel Matters, the Chief reported that new hire Bryce Parish had graduated from the Illinois Fire Service Institute Fire Academy and is attending for one additional week for Vehicle Machinery Operation Certification. The Chief again noted the passing of Assistant Chief Ed McBride on March 31, 2022 which had been recognized earlier in the meeting by a moment of silence.

Turning to Grants/Revenues/Donations, the Chief advised that the District continues to await word on its AFG application, but that the Illinois Small Equipment Grant application had been declined. The Firehouse Subs grant has been awarded, however, the Chief is awaiting further instructions regarding how that will be handled. His plan was to purchase equipment with the grant funds, however, the cost of the equipment is \$1,400.00 more than the grant award. The Chief is requesting approval from the Board to pay the difference. The Chief reported that an application had been made to the Edwardsville Community Foundation for a grant of \$34,000.00. The Chief reported that three checks totaling \$250.00 were received as memorials for Assistant Chief McBride.

Turning to Station/Apparatus/Equipment the Chief advised that Unit 1410 is coming along. Old Unit 1400 is awaiting a salvage disposition. The Chief expects that Lakeside Roofing will begin work in June. He advised that all of the fire gear previously approved for purchase has been ordered, but has not yet arrived due to a reflective strip shortage. The Chief discussed with the Board the replacement of the Firehouse Software which will no longer be supported after this year. He indicated that to have the same reporting and recordkeeping level that is currently in place the cost would be \$4,430.00 with an annual cost as well. He noted that training costs are yet to come and that some data will not migrate. In response to a question, the Chief advised that the Vector system which is alternative for training records has not been reviewed because the training records which the District currently has will migrate the ESO system. There was some discussion regarding the ESO system versus the Vector system.

Turning to training, the Chief reported that 2022 training is underway and that Assistant Chief Wills will be going to a Trench Rescue class in May and that Lieutenant Elder will be attending a Fire Investigation class in late summer and early fall.

The Chief requested that there be a continuing effort to deal with any red truck maintenance items that may arise.

The Board next took up the Chief's request to expend additional funds for the Firehouse Sub grant and a motion was made by Mr. Horn, seconded by Mr. Fischer, and unanimously approved to authorize the expenditures of up to \$1,500 in order to make up the difference in the purchase price for the equipment to be purchased by the Firehouse Subs Grant.

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

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

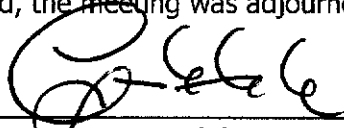
The meeting next turned other business.

Under other business, the Board discussed the placement of Builders Risk Insurance Coverage. The attorney reported regarding a quote which had been received from the Steck Cooper Agency through VFIS and after considering it, upon motion duly made, seconded and unanimously approved, the quote from VFIS was approved. The attorney was requested to notify Steck Cooper to place the coverage.

It was noted that the Board already discussed the replacement of the Firehouse Software under the Chief's report.

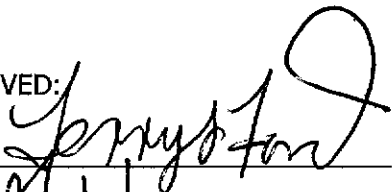
The meeting next turned to Personnel Matters. There were no personnel matters to take up.

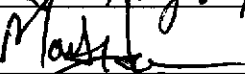
Thereafter, there being no further, or other, business to come before the meeting, upon motion duly made, seconded, and unanimously approved, the meeting was adjourned.




Gerard Fischer, Secretary of the
Board of Trustees

APPROVED:







Being all of the Trustees of the
Godfrey Fire Protection District