

GODFREY FIRE PROTECTION DISTRICT  
BOARD OF TRUSTEES  
MINUTES OF REGULAR MEETING

On May 23, 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 at 5:00 p.m. pursuant to the Board's revised 2022 meeting schedule.

Attending the meeting were Trustees Fischer, Horn, and Ford. Fire Chief Cranmer, Fire Commissioner Clemons, Citizens Committee Member Kratschmer; Fire Department Members Wills and Farmer; FGM Architects Representative Nick Biesher, NorthStar Management Representative Wojtkowski, and legal counsel for the District were also present.

The meeting commenced with the Pledge of Allegiance to the Flag. Thereafter, the Chair inquired as to whether there were any announcements or presentations to be made. There were none.

The Board first turned to New Fire Station Project matters and the Chair recognized Mr. Wojtkowski of NorthStar Management for his report. Mr. Wojtkowski provided a written report to the Board which he reviewed. He indicated that the design work for the station is approximately 85% complete and that the remaining design work includes the low voltage design for the station. The design team will be meeting with MEP to develop that phase of the design by the end of May with the full completion of the Design Development Phase to be completed by the end of June. He also reported that a dedicated webpage has been finalized which will be available under "Building Godfrey Fire.com. A media release is also going to be prepared and the architect will be participating in that process.

The Board next heard from the FGM Representative Biesher. He indicated, like Mr. Wojtkowski, that the Design Development Phase is nearing completion and it is expected that the MEP package would be forthcoming. That package will then be submitted to S.M. Wilson which will do the next round of Design Development. He next reviewed the floor plan for the new station. There was discussion regarding the location of the air compressor and hose dryers in the bay area. It was noted that there would be significant detriment to the use of the outside bay with this configuration. Alternative locations were discussed including a suggestion by Mr. Kratschmer that the north side of the stairs to the mezzanine be considered. After further discussion, the architect was directed to relocate the installation of these two items to avoid detriment to the bay area. Mr. Biesher also presented perspective views to those in

attendance and reviewed the various rooms within the non-bay area including the Chief's office, other offices, the training room, and bunk rooms, the entry area and lobby, and the kitchen and day room. It was noted that the mezzanine area would be designated using that term rather than the designation of an "exercise room" since this usage is not definitely finalized at this time.

Mr. Wojtkowski indicated that he has been working with the Chief and the Department on furnishings and that the cost estimate for that phase of the project is now at approximately \$90,000.00 which is below the original estimate of \$120,000.00. There was discussion regarding the use of an existing refrigerator at Station No. 2, and it was agreed this would be considered for reuse in the kitchenette area of the new station. It was noted that a meeting would be scheduled with the AV (Audio Visual) consultant next to develop plans for that aspect of the new station.

Thereafter, Mr. Biesher left the meeting with the thanks of the Board.

The meeting next turned to consideration of the minutes of the meeting held on April 25, 2022 and a motion was made by Mr. Fischer, seconded by Mr. Horn, and unanimously approved to approve the minutes as presented.

The meeting next turned to the Treasurer's Report. The Treasurer presented the Financial Statement for the General-Emergency & Rescue-FICA/Medicare-Audit-Insurance Funds as of April 30, 2022. Total funds at April 1, 2022 stood at \$1,906,555.15; receipts during the month totaled \$34,966.15, and disbursements totaled \$119,399.29 leaving a balance at April 30, 2022 of \$1,822,122.01. Of this amount \$1,091,472.72 is held in the General-Emergency & Rescue-FICA/Medicare-Audit-Insurance Fund; \$99,798.22 is held in the Audit Fund; and \$630,851.07 is held in the Insurance Fund. He also provided the Cash on Hand Distribution which reflected funds held in the amount of \$1,708,597.15 in the Illinois Funds Account and \$113,524.86 held in the Liberty Bank Checking Account at April 30, 2022. He provided the Fund Designation Breakdown for the General Fund, Audit Fund, and Insurance Fund. The Treasurer also reported that the Bond Project Fund at April 30, 2022 consisted of \$2,035,277.63 held in the Liberty Bank Account; \$2,569,484.44 held in the Carrollton Bank Bond Account; and \$2,570,504.72 held in the CNB Bond Account. The Debt Service Account at Liberty Bank held \$106,725.00 and the Bond Project Payment Account at Liberty Bank held \$100.00. On a year to date basis, construction related expenses from the Bond Proceeds have totaled \$72,695.13; equipment expense has consisted of \$164,203.27; bond issue expenses have totaled

\$155,065.33; and debt service has consisted of \$187,925.00. The Treasurer also noted that the Board packet contained the General Fund Financial Statement on a budget, monthly, and year to date basis as of April 30, 2022; the April 2022 Expenditures Report by budget line item on a monthly, year to date, and remaining line item balance; the Audit Fund Financial Statement as of April 30, 2022; the Insurance Fund Financial Statement as of April 30, 2022; the Pension Fund Financial Statement as of April 30, 2022; the Bond Project Fund Financial Statement as of April 30, 2022; the Agency Fund Financial Statement as of April 30, 2022; the Tax Receipts Summary and Disbursement Report as of March 16, 2022; the Receipts & Disbursements YTD Comparison Report for April 2022; and the Detail-Receipts & Disbursements Report for April 2022. Thereafter, upon motion of Mr. Horn, seconded by Mr. Fischer, and unanimously approved, the Treasurer's Report was accepted as presented.

The meeting next turned to approval of bills and upon motion of Mr. Horn, seconded by Mr. Fischer, and unanimously approved, the bills were approved for payment in accordance with the bill payment procedure of the District.

The meeting next turned to the 2022-2023 Budget & Appropriation Ordinance and the proposed Tentative Budget and Appropriation Ordinance was presented for approval. Upon motion of Mr. Horn, seconded by Mr. Fischer, and unanimously approved, the Tentative Budget and Appropriation Ordinance For The Fiscal Year Beginning May 1, 2022 Through April 30, 2023 was presented and approved as presented. The Chief was directed to post the Tentative Budget at both stations and on the website.

The meeting next turned to the Board of Fire Commissioners' Report. Mr. Clemons advised there was no report.

The meeting next turned to the President's Report. Mr. Ford indicated there was no report.

The meeting next turned to the Fire Chief's Report. The Chief advised that he had submitted his report in written form in the usual manner, and he commented on portions of the report including the number of calls which totaled 170 for April 2022.

Under Personnel, the Chief advised that new Fire Department member Bryce Parish is doing well and has been assigned to Shift 2. The Chief reported that Assistant Chief Bellitto is off duty until June 20, 2022 as a result of a non-duty related injury.

Turning to Grants/Revenues/Donations, the Chief advised that the District continues to await word on its AFG grant application. He reported that a Memorandum of Understanding

had been received from Firehouse Subs for its grant and that the equipment for that grant has been ordered. He advised there has been no communication regarding the ECF (Edwardsville Community Foundation) grant application for rescue tools. The Chief reported that three checks totaling \$175.00 in memory of Assistant Chief Ed McBride had been received making a total memorial amount received of \$425.00.

Turning to Station/Apparatus/Equipment the Chief reported that work continues on Unit 1410. He advised that the old 1400 unit has been stripped of lights and emergency gear and Captain Hamburg is determining the best scraping options for the disposal of that unit. The Chief advised that Unit 1460 had failed a Department of Transportation inspection, however, all repairs have been made and the unit is now back in service. He reported that Lakeside Roofing had been scheduled to begin the Station No. 2 roof project on May 24, however, that has now been rescheduled to May 31, to start work. He advised that the previously ordered fire gear is in production and is expected to be delivered in the near term. The Chief advised that the District continues to look into the replacement of its existing station software and that products from ESO and Vector Solutions have been reviewed.

Regarding business inspections, that process is underway.

Under training matters, the Chief advised that 2022 training by the Department is underway. He reported that Assistant Chief Wills had attended the trench rescue class earlier in the month and reported that it was a very good program. The Chief noted that Lieutenant Elder will be attending a fire investigation class beginning in August and that Captain Dennison has enrolled in a fire officer class to be held in O'Fallon at a later date.

Under special notes, the Chief advised that the Department will be participating in the upcoming Memorial Day Parade if approved by the Board.

Regarding action matters, the Chief requested that "red" truck maintenance items be addressed as they occur. He requested that the Board approve proceeding with the transition to the ESO Firehouse Program for Department reporting purposes and scheduling and that the Vector Solutions Program be procured for training, recordkeeping, and reporting.

The Board next took up the Chief's requests and upon motion of Mr. Fischer, seconded by Mr. Horn, the Department was authorized to participate in the Memorial Day Parade in Alton. The Chief also requested approval for former member J. D. Wilson to perform barring work on the air trailer. That request was approved based on Mr. Wilson's current non-affiliated status with the Department.

The Board next turned to the consideration of the software replacement. The Chief gave a further explanation of his review of the two systems being proposed. He indicated that the start up cost for a combination of the ESO and Vector systems would be approximately \$7,734.00 for 23 people and \$8,001.00 for 29 people depending upon who is considered part of the programming. The cost per year thereafter would be approximately \$4,500.00 for the two systems on a combined basis.

The meeting next turned to the Attorney's Report. The attorney reported that the deed from the Village of Godfrey of the site for the new fire station had been recorded and is with the title company for issuance of title insurance. The attorney noted that the District has or will receive a request regarding PSEBA benefit payments. The Chief indicated that this had been received and was forwarded to the Hughes firm for reporting purposes.

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

It was reported that the surviving spouse of Assistant Chief Ed McBride had received a \$5,000.00 payment from IPPFA. Mr. Ford advised that the Trustmark Life Insurance payment in the same amount have been submitted. It was also reported that Firefighter Blackford had received a \$500 award for tuition costs. This will be used to reimburse the District for its funding of the training taken by the firefighter.

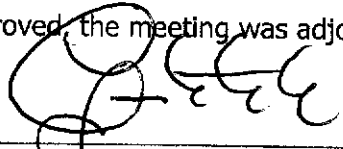
The meeting next turned to other business.

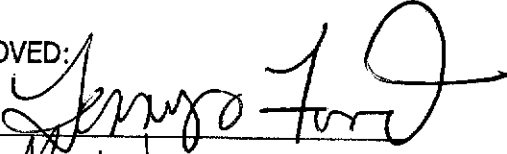
The attorney reported that the Builders Risk Insurance for the new station would be in place through VFIS when construction commences.

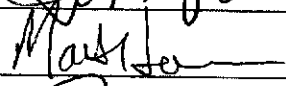
The Board returned to the question of the software system replacement. After discussion of the cost, a motion was made by Mr. Fischer, seconded by Mr. Horn, and unanimously approved, approval was given to expend up to \$12,000.00 for acquisition of the ESO and Vector systems.

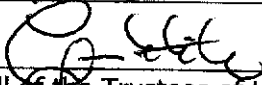
The meeting next turned to personnel matters. There were none.

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.

  
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Gerard Fischer  
Secretary of the Board of Trustees

APPROVED: 





Being all of the Trustees of the  
Godfrey Fire Protection District