

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

On May 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 Fischer, Horn, and Leonard. Also present were Fire Chief Cranmer, Fire Commissioner Clemons, NorthStar Management Representative Wojtkowski, members of the Fire Department, and legal counsel for the Fire Protection District.

The Board first turned to reorganization of the Board by election of Board officers pursuant to the commencement of the term of Trustee Leonard upon his election to the Board in April. A motion was made by Mr. Horn that Mr. Fischer be elected to the position of President of Board of Trustees; that Mr. Horn be elected to the position of Vice-President/Secretary of the Board of Trustees; and that Mr. Leonard be elected to the position of Treasurer of the District. The motion was seconded by Mr. Leonard. The motion was unanimously approved.

There were no announcements or presentations.

The meeting next turned to new fire station project matters and the Chair called upon Mr. Wojtkowski from NorthStar Management for his report. Mr. Wojtkowski presented his report in written and oral form in the usual manner. He related to the Board and those in attendance the recent activities associated with the new station including construction and design matters. This included the masonry work using 32 inch blocks and the construction of the concrete drive apron in coordination with the Illinois Department of Transportation paving activity on Godfrey Road. He noted that shop drawing reviews are currently underway and that meetings are being held by the construction team every other Tuesday at 10 A.M. on site with regard to construction progress. He reported that a mockup of the station had not yet been completed, but that it should be available shortly. Steps are underway to develop a bid for the radio tower installation. There has been no report from Madison County regarding the development of a digital radio system at this time. It was noted that the Board had previously approved using up to \$300,000.00 in accumulated insurance fund monies to pay for risk reduction and safety features in the new station. Work continues on procurement of FF&E and a meeting is scheduled the following day on this. Mr. Wojtkowski then provided a report

regarding the use of the contingency funding thus far in the construction budget. It was reported that the remaining contingency funding totals \$278,325.32 at this time. Mr. Wojtkowski's report also contained a Project Budget Cost Summary, Monthly Cash Flow Table, and Cumulative Cash Flow Table to date. The Chair thanked Mr. Wojtkowski for his report.

The Board next discussed the need for additional funding beyond the bond issue proceeds. Mr. Wojtkowski indicated his estimation that \$500,000.00 in additional funding will be required in the September time frame. Mr. Fischer indicated that there should be a 60-day head start on that loan process since three banks will be involved.

Mr. Fischer indicated that he had spoken with Mike Walters with Madison County regarding the possibility of additional funding from unused ARPA funds.

There was discussion regarding the cost of moving to the proposed Starcom system with the County. The cost estimate is \$200,000.00 for this with funding not being certain at this time. Likewise, lead time for the implementation of Starcom at the County level had not yet been determined.

The meeting next turned to the review and approval of the minutes of the April 24, 2023 Board meeting. A motion was made by Mr. Horn, seconded by Mr. Leonard, and unanimously approved to approve the minutes as presented.

The meeting next turned to the Treasurer's Report. Mr. Leonard, with the assistance of Mr. Fischer, presented the Treasurer's Report as compiled by the Hughes firm which reflected a cash on hand balance at April 1, 2023 in the General-Emergency & Rescue-FICA-Medicare Fund of \$1,629,150.59; receipts during the month of \$36,467.60; and disbursement during the month of \$209,528.63 leaving a balance at April 30, 2023 of \$1,456,089.56. Mr. Leonard also reported that the Audit Fund had a balance at April 30, 2023 of \$90,045.71 and that the Insurance Fund Balance was \$667,927.57 at that same date. Mr. Leonard noted that his written report contained the Cash On Hand Distribution Report for the funds of the District as well as the Fund Designation Report. He reported separately regarding the Bond Issue Funds: Liberty Bank held \$209,480.68 in the Debt Service Account and \$100.00 in the Project Payment Account. Bond proceeds totaled \$6,174,646.50 with \$971,238.04 held at Liberty Bank; \$2,611,766.58 held at Carrollton Bank; and \$2,591,646.88 held at CNB Bank & Trust. It was noted as a matter of record that the Treasurer's written report also contained the April 2023 Expenditure Report by budget line item; the Audit Fund Financial Statement at April 30, 2023; the Insurance Fund Financial Statement at April 30, 2023; the Pension Fund Financial

Statement as of April 30, 2023; the Agency Fund Financial Statement as of April 30, 2023; the Tax Receipts Summary & Disbursement Report through March 31, 2023; the Receipts & Disbursements YTD Comparison Report for April 2023; and the Detail-Receipts & Disbursements Report for April 2023. It was also noted that the Warrant Report as of May 22, 2023 was also submitted with the Board Packet. Thereafter, a motion was made Mr. Horn, seconded by Mr. Leonard, and unanimously approved to accept the Treasurer's Report as presented and to pay the bills of the District as same come due during the regular course of business in accordance with the District's usual payment procedures.

The Board next took up the discussion of the 2023-2024 Budget. Mr. Fischer indicated that he had prepared a proposed Tentative Budget in his prior office as Treasurer and this was reviewed by him with the other Trustees. Thereafter, a motion was made by Mr. Horn, seconded by Mr. Leonard, and unanimously approved to approve the 2023-2024 Tentative Budget and Appropriation Ordinance. It was noted that the tentative budget is a preliminary step and that the figures in it are not final and will be subject to further review and adjustment prior to adoption of the Final Budget for the 2023-2024 fiscal year.

The meeting next turned to consideration of Pay Request No. 3 from S.M. Wilson for the Fire Station project. It was noted that Mr. Wojtkowski and NorthStar Management had reviewed this pay request and recommended its payment subject to some items that Mr. Wojtkowski indicated he would be addressing with the Construction Manager. Thereafter, a motion was made by Mr. Horn, seconded by Mr. Leonard, and unanimously approved to approve Pay Request No. 3 subject to Mr. Wojtkowski's resolution with the Construction Manager.

The meeting next turned to the President's Report. Mr. Fischer reported that the CNB Bank Bond Proceeds account had been closed and the funds transferred to the Liberty Bank Bond Proceeds Account. The President also reported that all of the Bank's signature cards had been changed to reflect Mr. Leonard's election. He also reported that the trustees would be attending the Illinois Association of Fire Protection District's Conference in Peoria, IL on June 15 for continuing education training.

The meeting next turned to the Fire Chief's Report. The Chief presented his report in written and oral form.

He advised that in April 2023 there were 206 calls of which of 149 were rescue/EMS and 5 were building fires.

Regarding Personnel, the Chief advised that Firefighter Westerhold had successfully completed his training at the Illinois Fire Service Institute and is now regularly working on Shift 3.

The Chief reported regarding grants/revenue/donations and noted that the District continues to await word regarding its submission for an AFG Grant and a Revolving Truck Loan.

With regard to Station/Apparatus/Equipment, the Chief advised that Brush Truck 1471 is expected to be sold to the Tracy, Arkansas Fire Department during the week of June 9, 2023. The Chief reported that there had been an offer by the Fosterburg Fire Protection District to purchase for the asking price of \$25,000.00 the KME Engine 1420 and the Chief expects to consummate the sale of that unit during the month of June. The Chief advised that the cab and chassis for the rescue unit have been purchased with late June being anticipated as the completion time for that unit. The Chief suggested that a truck committee be formed for replacement of the new pumper unit. The Chief suggested the committee be comprised of the Fire Chief, Assistant Fire Chief Hamburg, and two or three members of the Department, as well as a representative of the Board of Trustees. A motion was made by Mr. Horn, seconded by Mr. Leonard, and unanimously approved, to authorize formation of the truck committee.

The meeting next turned to the report of the Board of Fire Commissioners. Mr. Clemons advised that the Board of Fire Commissioners will be meeting in June in a special meeting to adopt a proposed rule change which had been postponed in the April meeting.

The meeting next turned to the Attorney's Report. The attorney discussed with the Board the formation of the Decennial Efficiency Committee. The President announced that Mr. Donald Wojtkowski and Department Member Brian Estes had agreed to serve on the committee as community representatives. A motion was made by Mr. Horn, seconded by Mr. Leonard, and unanimously approved to form the committee as indicated with Mr. Wojtkowski and Mr. Estes being community members. The attorney indicated that additional material will be coming out later in the month of June on this process.

The meeting next turned to public comments. A request was made by Mr. Horn for a report of overtime for the last two years in order to assist the Board in evaluating the need for an additional full time firefighter.

The meeting next turned to other business.

The Board first discussed filling the vacancy on the Pension Board resulting from the retirement of Mr. Rynders. A motion was made to appoint Mr. Fischer. The motion was seconded. The motion was unanimously approved.

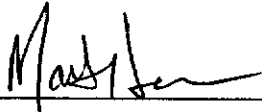
It was noted that the appointments to the Decennial Efficiency Committee had been made earlier in the meeting.

There was discussion regarding the Stars Program and the attorney reported that he had reviewed that document and had forwarded it to the District's insurance broker to be reviewed by the District's insurance carrier.

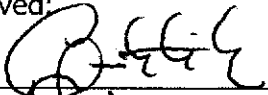
The Board next took up approval of the Madison County Homicide & Questionable Death Protocol. There was brief discussion and a motion was made by Mr. Horn, seconded by Mr. Leonard, and unanimously approved to approve participation in the Protocol by the District.


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


There being no further, or other, business to come before the meeting, upon motion duly made, seconded and unanimously approved, the meeting was adjourned at 6:45 P.M.



Secretary

Approved:






Being All of The Trustees of the
Godfrey Fire Protection District