

GODFREY FIRE PROTECTION DISTRICT
MINUTES OF THE BOARD OF TRUSTEES

On September 26, 2022, the regular meeting of the Board of Trustees of the Godfrey Fire Protection District was held at 5:00 p.m. in the Liberty Bank Community Room, 3112 Godfrey Road, Godfrey, Illinois.

In attendance were Trustees Ford, Fischer, and Horn. Fire Chief Cranmer; Fire Commissioners Sherman, Cox, and Clemons; Owner's Representative Wojtkowski; members of the Fire Department; members of the public; and legal counsel for the district were also present.

The Chair noted that there were no presentations or announcements.

Turning to new fire station matters, the Chair called on Mr. Wojtkowski to present the report of NorthStar Management. Mr. Wojtkowski reported that the architect and construction manager have prepared twenty-seven (27) work packets for bidding purposes and that it is expected there will be approximately sixty (60) bids to open at the bid opening. Mr. Wojtkowski turned to discussion regarding the installation of the radio tower at the new site. It was noted that Madison County has indicated it is moving to a conversion of the dispatching and communications system that it operates to a digital format. If that occurs, a tower may not be required. There was also a report that under NFPA 1225, a communications center is required to be a hardened facility, however, FGM has determined that the radio center at the new fire station will not fall under that standard. The Village of Godfrey and NorthStar both agree with this assessment. Mr. Wojtkowski advised that a contract amendment had been negotiated with the architect which will save the district approximately \$50,000.00 to \$60,000.00 by placing a cap on the architectural fee. This was negotiated due to the drastic inflation of material costs subsequent to the entry into the original contract with FGM. Mr. Wojtkowski reported that he is working with FeatherSharp on the terms of its agreement to provide IT planning and services to the district. He indicated that a full set of the contract bidding documents will be at the fire station. There was renewed discussion regarding the cost of the radio tower and its need. There was discussion of deferring the installation of the tower, market conditions at this time, and the required fabrication time for the tower. At this point, the consensus was to hold on moving forward until there is clarification regarding the timeline for Madison County's conversion and how that might affect the need for a tower. Thereafter, a motion was made by Mr. Fischer, seconded by Mr. Horn, and unanimously approved the

FeatherShark engagement subject to approval by Mr. Wojtkowski and legal counsel of the final form of the contract. There was a motion made by Mr. Fischer, seconded by Mr. Horn, and unanimously approved to approve the contract amendment with FGM Architects regarding its fee.

The Chair noted that the supplemental financing for the station did not require consideration at this time.

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

The meeting next turned to the consideration of the minutes of the meeting held on August 29, 2022 and upon motion of Mr. Horn, seconded by Mr. Fischer, and unanimously approved, the minutes were approved as presented.

The next turned to the Treasurer's report. Mr. Fischer first presented the report for the General-Emergency & Rescue-FICA/Medicare-Audit-Insurance which reflected that at August 1, 2022, total funds held by the district amounted to \$1,979,790.74. Of this, \$1,236,095.20 was held in the General-Emergency & Rescue-FICA/Medicare fund. Receipts to that fund of \$241,127.20 and disbursements of \$118,577.21 during the month of August left a balance at August 31, 2022 of \$1,358,645.19. At August 31, 2022, the Audit Fund had a balance of \$100,241.91 and the Insurance Fund had a balance of \$647,891.65 making total funds at August 31, 2022, \$2,106,778.75. The Treasurer next presented the cash on hand distribution report showing where the funds of the district were deposited at August 31, 2022, and he presented the Fund Designation Report. Mr. Fischer noted that the Board Packet contained the Bond Fund Financial Report which totaled \$7,197,032.56 which was held by Liberty Bank, Carrollton Bank, and CNB Bank. Interest during the month earned on the Bond Funds totaled \$4,738.56. Mr. Fischer noted that the Board Packet also contained the monthly and year to date report as budgeted for the General-Emergency & Rescue-FICA/Medicare Funds as of August 31, 2022; the August 2022 Expenditure Report by budget line item; the Audit Fund Financial Statement as of August 31, 2022; the Insurance Fund Financial Statement as of August 31, 2022; the Pension Fund Financial Statement as of August 31, 2022; the Agency Fund Financial Statement as of August 31, 2022; the Tax Receipt Summary and Disbursements Report through August 23, 2022; the Receipts & Disbursements YTD Comparison Report for August 2022; and the Detail-Receipts & Disbursements Report for August, 2022. Thereafter, 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. A motion was made by Mr. Fischer, seconded by Mr. Horn, and unanimously approved to approve the bills as presented in the usual course of business of the District as same come due pursuant to the bill payment procedure of the District.

The Treasurer noted that the Audit Report for 2021–2022 has not yet been completed.

The meeting next turned to the President's Report. Mr. Ford advised that he had attended the Illinois Firefighters Association Board Meeting in the prior month and that a project is being considered by that organization for a cancer prevention truck and awareness program for firefighters. That group is also negotiating with legislators to move forward a \$500.00 tax credit for volunteer firefighters.

We next turned to the Fire Chief's Report. The Chief presented his Report in written form and orally supplemented the written Report.

The Chief first noted that there were 160 calls during the month of August.

Under personnel, the Chief advised the Board regarding his upcoming vacation schedule. He reported that Firefighter Naylor continues to be on light duty due to a non-duty related back injury. Light duty is expected to continue for six weeks. The Chief advised that he had arranged for a blood draw at Midwest Occupational Medicine for members of the Department.

Turning to grants/revenue/donations, the Chief advised that the district continues to await word regarding its AFG Application. He reported that the tools to be funded by the Edwardsville Community Foundation have arrived and he will be submitting invoices to the Foundation. He advised that appreciation for a Small Equipment Grant would be made through the Office of the State Fire Marshall. He noted that the Zero Percent Revolving Loan program is also open at this time. He reported that the Grant Application to Illinois American Water Company for \$1,000.00 had been submitted, and it is anticipated that water related equipment would be purchased with that funding.

Turning to station/apparatus/equipment, the Chief reported that work on Unit 1410 is progressing. He reported at length regarding Unit 14222 which continues to have numerous issues that the Department is taking up with the vendor, MAC'S, in Litchfield. He noted that body repair work done to the Unit had resulted in the compartment doors being ruined and he indicated that the vendor will be responsible to replace those. He also noted that he had received a bid from Cross Auto Body for repainting of the truck due to the inferior work performed by the body shop utilized by the vendor to make body repairs to the truck. The cost

will be \$6,084.50 and the Chief is requesting approved so that it can be scheduled. The Chief advised that the new compartment doors are being scheduled for installation the first week in December at this time due to a delivery time of thirty days. The Chief reported that all fire gear has been received and that work continues on the ESO system. The Chief reminded the Board that he had submitted a plan to replace Unit 1450. The Chief indicated that a third-party pump testing and ladder testing scheduled for September 29, 2022. The Chief requested an \$800.00 expenditure for fire prevention week materials.

Under other matters, the Chief advised that Lt. Elder is now attending the Fire Investigation Class and is nearing completion. The Chief reported that a laptop computer for the Chief is needed. He is currently using his personal computer. The Chief and Mr. Hamburg discussed with the Board the search for a rescue body for a new rescue vehicle. Mr. Hamburg reported that he has obtained the quote for the replacement saw of \$1,948.00 as requested at the last meeting.

The Board next turned to approvals regarding the Chief's Report. A motion was made by Mr. Horn, seconded by Mr. Fischer, and unanimously approved, to proceed with the paint work on Unit 1422. A Motion was made by Mr. Fischer, seconded by Mr. Horn, and unanimously approved, to approve the purchase of the replacement saw at a cost of \$1,948.44. The Board deferred the purchase of a laptop until FeatherShark Firm has made an evaluation of the need. A Motion was made by Mr. Fischer, seconded by Mr. Horn, to spend up to \$1,500.00 on the laptop when the FeatherShark Firm has evaluated the needs of the district. A motion was made by Mr. Horn, seconded by Mr. Fischer, and unanimously approved to authorize the expenditure of up to \$1,000.00 for public education materials for Fire Prevention Week and other public outreach events by the Fire Department.

There was next discussion regarding the rescue body acquisition for new Unit 1450. It was noted that the district expects to purchase the cab and chassis in one transaction with a body from a used truck to be installed on that vehicle in a second transaction. There was discussion regarding the sale of one of the brush trucks, and it was suggested that this be deferred due to the timing of an acquisition of a new rescue vehicle. The cost for the vehicle was estimated by Mr. Cranmer and Mr. Hamburg to be in the range of \$120,000.00. There was discussion regarding finding a rescue body and the need for a quick response in order to make a purchase. The Trustees suggested to the Chief that a special meeting could be held on 48 hours' notice and this would be appropriate for this type of expenditure.

The meeting next turned to the Attorney's Report. The Attorney discussed with the Board the 2022 Tax Levy and materials were circulated regarding adoption of the Tax Levies at the October meeting.

The meeting next turned to public comments, there were no public comments.

The meeting next turned to other business.

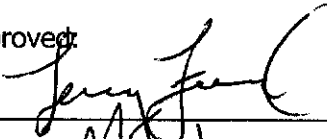
The first item of other business was the workers compensation insurance proposal. It was noted that a notification would be required to be given to IPRF of intent not to renew by October 1. A motion was made by Mr. Fischer, seconded by Mr. Horn, and unanimously approved to give the required ninety (90) day notice to IPRF with a final decision regarding a change in carriers to be made at a later date.

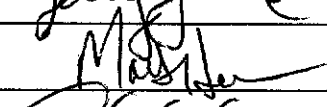
The Chair noted that the discussion and action regarding IT services had been discussed and dealt with earlier in the meeting.

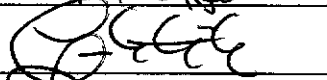
The meeting next turned to personnel matters. There were no personnel matters to take up.

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 at 6:00 PM.

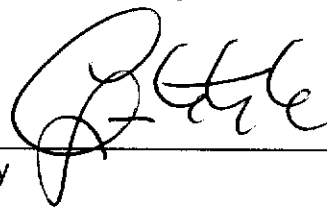
Approved:







Being All of The Trustees of the Godfrey Fire Protection District



Secretary