

GODFREY FIRE PROTECTION DISTRICT
MINUTES OF THE BOARD OF TRUSTEES

On October 24, 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.

Attending the meeting were Trustees Fischer, Horn, and Ford. Also present were Fire Commissioners Sherman and Clemons; Mr. Don Wojtkowski of NorthStar Management; Fire Chief Cranmer; members of the Fire Department; members of the public; legal counsel for the Fire Protection District; and Andrew Allen of the Steck Cooper Insurance Agency.

The first order of business were announcements and presentations.

The Chief advised that he had invited Cory Hochert, who is a volunteer liaison with the County and the fire departments in the County dispatched by the County communications system. The purpose of his attendance was to provide information to the Board regarding the conversion by Madison County dispatching to a digital platform. Funds have been allocated from the ARPA federal funding to the County to implement this system. The plan is to have approximately 20 Starcom radios for each of the fire departments in the County and to add 3 or 4 tower sites to the existing tower grid in order to improve communications compatibility. He noted that 18 agencies are currently being surveyed for their radio needs under the new system. He explained that it may be necessary to have some dual band radios in order to allow fire departments such as Godfrey to communicate with surrounding fire departments in other counties such as the QEM and Brighton Betsey Ann fire protection districts and the City of Alton. He advised that preliminary discussions are going forward with Motorola regarding the cost of the recurring fees to pay for the use of the Motorola system. He also noted that there has not been a meeting yet with Motorola about this, and he indicated that prior to any sort of timeline being developed, it would be necessary to complete the survey of needs among the fire departments. He noted, anecdotally, that Granite City is in the process of converting its system at this point. It had ordered equipment in November of 2021, but still does not have everything in place. He opined that it could take as long as a year to implement once the survey is completed. Questions were posed to Mr. Hochert regarding the timing in relation to the construction of the District's new fire station and the planned radio tower at the station. After discussion, Mr. Wojtkowski indicated that a decision would need to be made within the next

four months or so regarding the District's construction of a tower site at the new station. Mr. Hochert indicated that Motorola like all other manufacturing companies is having supply chain issues. He also reminded those present that the system itself would be owned by Motorola and that the County and the users would pay for the use of that infrastructure. There is a question regarding the requirement that portable radios be purchased through Motorola, and he suggested that it could be Motorola or it could be bid out to another supplier. In response to another question, he indicated that at this time pagers are not likely to be part of the new program as these are no longer used by most fire departments. There was discussion regarding the possible use of the radio tower located at Lewis & Clark Community College. He noted that more information should be available after Motorola conducts its next site visit. Mr. Hochert advised that he would keep the District informed of progress on the radio project and thereafter, he departed the meeting with the thanks of the Board.

The meeting next turned to a presentation regarding insurance, however, the Chair noted that Mr. Allen, the representative of the Steck Cooper Agency had called him and indicated that he would be arriving later due to a conflicting meeting schedule. By consensus, it was agreed that Mr. Allen would be heard later in the meeting following its arrival.

There was next discussion among the Trustees regarding Mr. Fischer's review of the Steck Cooper insurance renewal package. Mr. Fischer indicated that he had reviewed the package as well as that of a competing proposal. Mr. Fischer indicated that the VFIS proposal, while slightly higher in premium cost, has superior coverages. There was some discussion regarding the worker's compensation coverage which is currently through the Illinois Public Risk Fund. Mr. Fischer indicated that a decision would need to be made by December 1, 2022 regarding whether the District would withdraw its previously issued notice of nonrenewal to IPRF.

The meeting next turned to new fire station matters. The Chair called upon Mr. Wojtkowski for his report for NorthStar Management. Mr. Wojtkowski presented his report in written form and orally related the highlights of it to the Board. He advised that the construction manager has had good participation in the bid process and there has been considerable interest from various bidders on the differing trade portions of the work. He indicated that he would be sending out an overview/summary in the next few days. He reported that design documents are now located at Station No. 1 for review, and he advised that two addenda had been issued at this time on the design documents. One of the additional

issues was the provision of a generator for the building, and a fourth alternate for sidewalks based upon a Village requirement that adjoining property owners must install sidewalk. Mr. Wojtkowski also indicated that in his report he had included an operation and maintenance agreement draft relating to stormwater which is required by the Village of Godfrey. Mr. Wojtkowski indicated he would work with the architect's civil engineering firm to address these issues. There was discussion regarding the commencement of work and Mr. Wojtkowski indicated it would likely be late February or early March of 2023 before any work would begin due to weather and issues which can arise when working with concrete in winter weather. For this reason, the architect and NorthStar are recommending a later start for actual construction. It was reported that the FeatherShark contract is pending and that it has been reviewed by counsel and is ready for execution. FeatherShark will be one of the vendors in the construction of the new station. Mr. Wojtkowski indicated that there are 27 bid categories and that he anticipates there will be 60 to 70 bids at the bid opening on November 1, 2022 at the SM Wilson office in Edwardsville at 5:00 p.m. He suggested that after the bid opening, it would take SM Wilson approximately 1 to 2 weeks to review all of the bids and ascertain their acceptability and pricing. The construction manager will meet with the Board with its recommendations. The Board thanked Mr. Allen for his report.

The meeting next turned to the presentation and approval of the minutes of the prior meetings of the Board and a motion was made by Mr. Fischer, seconded by Mr. Horn, and unanimously approved to approve the minutes of the meeting held on September 26, 2022 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 September 30, 2022. He reported that in the total General Emergency & Rescue-FICA/Medicare Fund at September 1, 2022, there was a balance of \$1,358,645.19; receipts during the month of \$370,837.30; and disbursements of \$195,539.83 leaving a balance at September 30, 2022 of \$1,553,942.66 in the Fund. He also reported that the Audit Fund stood at \$100,428.29 at September 30, 2022 and the Insurance Fund stood at \$670,846.02 at the same date. The Treasurer also presented the breakdown as to the Cash on Hand Distributions and the Fund Designation. He reported that the Bond Proceeds are currently, as of September 30, 2022, in the amount of \$7,184,882.37 with the funds being held at Liberty Bank, Carrollton Bank, and CNB Bank & Trust. The Treasurer reported that the Board packet also contained the

September 30, 2022 statement on a budget comparison basis for the General-Emergency & Rescue-FICA/Medicare Fund; the September 2022 Expenditure Report by Budget Line Item reflecting monthly and year to date expenditures; the Audit Fund Financial Statement as of September 30, 2022; the Insurance Fund Financial Statement as of September 30, 2022; the Pension Fund Financial Statement as of September 30, 2022; the Agency Fund Statement as of September 30, 2022; the Tax Receipts Summary and Disbursements Report through September 27, 2022; the Receipts & Disbursements YTD Comparison Report for September 2022; and the Detail-Receipts & Disbursements Report for September 2022. It was also noted that the Warrant Report as of October 24, 2022 was contained in the Board packet.

Thereafter, upon motion of Mr. Horn, seconded by Mr. Fischer, and unanimously approved, the Treasurer's Report was accepted as presented.

A motion was next made by Mr. Fischer to pay the bills of the District as same come due during the normal course of business in accordance with the bill payment procedures of the District. The motion was seconded by Mr. Horn, and it was unanimously approved.

It was noted that the annual audit of the Fire Protection District has not yet been received from the auditor.

The meeting next turned to the President's Report, however, Mr. Ford advised that he did not have a report at this time.

The meeting next turned to the Fire Chief's Report. The Chief presented his report in written form and orally reviewed with the Board.

The Chief first reported on calls with 208 calls being reported for September 2022 of which 165 were rescue or EMS in nature.

Under Personnel, the Chief related to the Board his vacation schedule in November and he advised that Firefighter Naylor remains on light duty due to a nonduty related back injury.

Turning to Grants/Revenue/Donations, the Chief advised that the District did not receive an AFG award in the current round. He also advised that the District's 2019 AFG Grant had been closed out. He reported that the Edwardsville Community Foundation Grant for rescue tools had been administered with the tools being delivered and with payment in the amount of \$30,769.00 having been received. The Chief advised that there will be an application made to the OSFM Small Equipment Grant Program. He inquired about a zero percent revolving truck loan application and by consensus, it was agreed that the Chief could proceed with that application with a determination to be made at a later date as whether to accept the loan if

granted. The Chief advised that the Illinois American Water Company had awarded a \$1,000.00 grant to the District.

Under Stations/Apparatus/Equipment, the Chief advised that Unit 1410 continues in rehabilitation work and that Unit 1422 will be repainted on December 19, 2022. The work on implementing the ESO computer software system is continuing. The Chief continues to monitor the availability of a cab/chassis to replace Unit 1450, but this has been unproductive to date. He noted that a builder in Iowa had been located to build a rescue body for a cabin chassis if it could be located. The Chief advised that the annual third party pump and ladder testing had been completed on September 29 and that all equipment passed. The Chief reported that the Foreign Fire Insurance Board had voted to purchase a UTV unit with a skid unit to be utilized in connection with brush fires and calls on rugged terrain.

The Chief reported that business inspections remain ongoing and that 2022 training is underway.

Under special notes, the Chief advised that a house had been donated to the Department for training purposes. No burning would be involved and fake smoke will be used for the training in the structure.

The Chief advised that the District had been requested to place a truck in the Halloween Parade, and it was suggested by the Chief that Unit 1410, if available, or a brush truck be used if 1410 is not available. Without objection, the request was approved.

The meeting next turned to the Attorney's Report. The attorney reported regarding the Madison County AARPA Program, and he distributed a memorandum which had been prepared by Mr. Livingstone regarding the mechanics and administrative procedures associated with that grant to the District of \$60,000.00 by Madison County from federal AARPA funds. The attorney indicated that he had hoped to be able to discuss the 2022 tax levy for the District, but the suggested levy for the career firefighters' pension has not been received. Until that figure is available, the levy will have to be put on hold. The attorney reminded everyone that the bid opening meeting would be held on November 1st at the SM Wilson office in Edwardsville for the new station and that a notice should be posted for that special meeting.

The meeting next turned to public comments. The Chair recognized Assistant Chief Wills who inquired regarding the status of the appointment of an infection control officer. The attorney advised that he would relay the question to Mr. Livingstone who is working on the proposed policy for that officer.

Mr. Wills also inquired regarding the District's policy at this time regarding masking and it was noted that several other institutions and employers had changed the masking requirement. The attorney indicated that this would be reviewed.

The Board next recognized a member of the POC membership who suggested that there should be an increase in the point payments made to the POC members of the Department. He suggested that this would enhance retention on the Department and that the District is not currently utilizing all the funds which have been appropriated for that purpose. Mr. Ford commented regarding the establishment of the \$5.00 cap for point pay. It was suggested to the Board by the POC members present that the POC members do the same work as career firefighters and that additional funding for those positions would be a benefit and incentive to join the Department. Mr. Fischer suggested that the Board would look at this in connection with budget preparation.

The meeting next turned to other business.

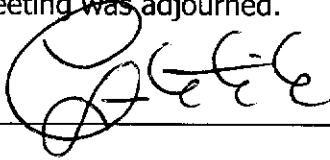
The first item of other business to be considered was the approval of an insurance renewal and a motion was made by Mr. Fischer, seconded by Mr. Horn, and unanimously approved to accept the Steck Cooper renewal proposal.

It was noted that the Board could not act on the tax levy due to the lack of information.

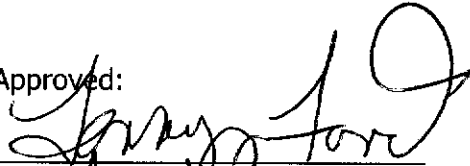
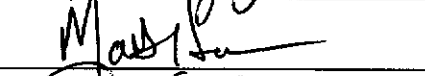

It was noted that there were no personnel matters to be taken up.

The Chair noted the arrival of Mr. Andrew Allen of the Steck Cooper agency and provided him with the opportunity to review the District's insurance program with the Board. There was discussion regarding the status of builder's risk insurance and other possible insurers for the coverage. The attorney advised that he would provide information to Mr. Allen regarding additional entities which should be listed as insured. The builder's risk was discussed further, and it was noted that currently it is set at \$6.3 million. There was discussion regarding renewal of the worker's compensation coverage, and it was noted that if the District is to renew with IPRF it would be necessary to revoke the prior notification of nonrenewal by the end of November. Mr. Allen reviewed with the Board the alternatives to the IPRF Program which would include a possibility of being in an assigned risk pool. The Board requested a quote from IPRF and Mr. Allen indicated he would obtain that.

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