

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

On December 27, 2023, the regular meeting of the Board of Trustees of the Godfrey Fire Protection District was held in the Liberty Bank Community Room, 3112 Godfrey Road, Godfrey, Illinois at 5:00 p.m. pursuant to the regular meeting schedule of the Board.

In attendance were Trustees Fischer, Leonard, and Horn. Also present were Fire Commissioners Cox and Clemons; Fire Chief Cranmer; NorthStar Management Representative Don Wojtkowski; Assistant Fire Chief Ben Hamburg; and legal counsel for the District.

The Chair first called for announcements and presentations. There were none.

The meeting next turned to New Station Project matters and received the report of Mr. Wojtkowski regarding the progress of the new station construction. Mr. Wojtkowski presented his written report in the usual manner and reported orally to the Board regarding its contents. He noted that construction is nearly complete, and he provided a detailed listing of the work yet to be finished on the exterior and the interior of the building. He also reviewed other activities associated with completion of the project with the automatic transfer switch delivery being the most pressing item with regard to completion. The vendor for that particular item has now indicated that shipment of the switch will be delayed until sometime in mid-January. Mr. Wojtkowski reported that the radio tower installation has been completed and is pending hookup to the station radio communication system. Mr. Wojtkowski indicated that Pay Request Number 10 in the amount of \$781,081.04 had been presented by SM Wilson. Mr. Wojtkowski indicated that a "Go Live" date needs to be established for the building to commence full operations. It was suggested that this could likely be sometime in February. It was also suggested by Mr. Fischer that the next board meeting should be scheduled for the new station. There was discussion regarding the date, but Mr. Wojtkowski indicated that the building should be substantially complete and available for the meeting on the usual meeting date in January.

There was discussion regarding the installation of plaques from the existing stations and Mr. Wojtkowski indicated that he would contact former Trustee Ford regarding the need to finalize arrangements for that installation. There was discussion regarding the budget on the building and it was noted that the current general fund budget shows an office expense line item of \$180,000.00 which can be used for the furnishings in the new station as needed. Mr. Wojtkowski reported that the current building square footage stands at 15,822 square feet and with a projected final construction cost of \$7,445,341.00 makes the per square foot cost \$471.00. The total projected project development cost is \$8,352,383.00 which works out to a square footage cost of \$528.00. Mr. Wojtkowski noted that he had learned that the City of Edwardsville satellite station has been reported to have a construction cost in excess of \$700.00 per square foot. The Board commended Mr. Wojtkowski and NorthStar Management for their efforts in holding down the cost of construction on the District's new station to a per square footage rate which is considerably lower than comparable construction elsewhere. A motion was then made by Mr. Horn, seconded by Mr. Leonard, and unanimously approved to approve Pay Request Number 10 to SM Wilson in the amount of \$713,081.04 and a payment to DataTronics for the tower installation in the amount of \$61,522.31. The motion was unanimously approved.

The meeting next turned to the minutes of the meeting held on November 27, 2023 and upon motion of Mr. Horn, seconded by Mr. Leonard, and unanimously approved, the minutes were approved as presented.

The Chair next called for the Treasurer's Report. Mr. Leonard reported that the District's total funds in the General-Emergency & Rescue-FICA/Medicare-Audit-Insurance Funds at November 1, 2023 stood at \$3,152,440.03; that receipts during the month totaled \$84,335.44; and that disbursements totaled \$235,525.62 leaving a balance of \$3,001,249.85 on

November 30, 2023. He noted that the balance in the General-Emergency & Rescue-FICA-Medicare Fund at November 30, 2023 stood at \$2,243,576.67; that the Audit Fund had a balance of \$79,885.34; and that the Insurance Fund had a balance of \$677,787.84. He noted that the funds of the District are held at Liberty Bank and in the Illinois Treasurer's Investment Pool. The fund designation breakdown was also supplied. Mr. Leonard reported that the Bond Project/Debt Service Fund had a balance at November 1, 2023 of \$2,282,468.68 and that there were receipts of \$13,883.51 during the month of November and interest earned at \$4,416.97, making the total receipts and cash on hand for the month \$2,286,885.00. Disbursements during the month totaled \$593,901.07 leaving a balance at November 30, 2023 of \$1,706,868.09. He reported that all of the Fund proceeds are held at Liberty Bank at this time and total \$1,585,508.97; that the Debt Service Account with Liberty Bank stands at \$121,259.12; and the Project Payment Account has a balance of \$100.00. It was also noted for record that the Treasurer's Report in the Board Packet contained a General-Emergency & Rescue-FICA/Medicare Funds Financial Statement as of November 30, 2023 on a Budget Actual Comparison Report for the month and year to date; the November 2023 Expenditure Report by Budget Line Item; the Audit Fund Financial Statement as of November 30, 2023; the Insurance Fund Financial Statement as of November 30, 2023; the Pension Fund Financial Statement as of November 30, 2023; the Agency Fund Account as of November 30, 2023; the Tax Receipts Summary and Disbursements Report through November 17, 2023; the Receipts & Disbursements YTD Comparison Report for November 2023; and the Detail-Receipts & Disbursements Report for November 2023. A motion was then made by Mr. Horn, seconded by Mr. Leonard, 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. Horn, seconded by Mr. Leonard, and unanimously approved to approve the payment of bills as same

come due in the ordinary course of business in accordance with the bill payment procedure of the District.

The meeting next turned to the President's Report. The President reported that the Trustees had attended the Madison County Firefighter's Meeting which was hosted by the District earlier in the month of December. Mr. Fischer noted it was a nice event and he complimented the Fire Department on its efforts in its hosting efforts for the event. It was noted that excess food from the meal at the meeting was donated to the Salvation Army.

The meeting next turned to the Fire Chief's Report. The Chief presented his report in written form in the usual manner. He reported orally regarding various items on the report.

Under Personnel, the Chief reported that Firefighter Hubbs is handling vacation replacements and that as a result of his employment by the District, no overtime has been incurred in the last pay period by reason of his availability to work vacations. The Chief advised that 2024 vacation scheduling has occurred with June 2024 being a heavy month. He hopes to be able to work through that vacation period in the same manner as recently handled with Firefighter Hubbs breaking vacations. The Chief confirmed that Assistant Chief Bloemker will have surgery in the month of January with an 8-to-12 week recovery period. Firefighter Blachford will work Mr. Bloemker's shift to provide manpower during his absence.

Under Grants, the Chief advised that a small equipment grant application had been submitted seeking three infrared cameras and five sets of personal protective gear.

Under Stations/Apparatus/Equipment the Chief advised that the vaping policy which had been approved at the last Board Meeting had been implemented. He advised that the rescue truck continues to await installation of its radio by Datatronics. Striping and logos have been completed. The Chief again confirmed that the fuel tanks for refueling apparatus have been delivered to the new station.

Under Training, the Chief advised that this is on schedule.

Under Special Notes, the Chief advised that Madison County has been reported to have approved a radio purchase. The Chief is working with Sergeant Cale Becker regarding loaner radios until the County can place orders for the new radios needed for the 800 System. He noted that PPE supplies are good at this point.

Under Matters for Action, the Chief advised that the Tender, Unit 1412, went out of service the prior day due to a broken part. He also reported that work continues on a truck replacement and consideration is being given to the purchase of a demonstrator unit if one becomes available. It was noted that this would require an amendment of the budget for a purchase to occur in the current fiscal year.

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

The meeting next turned to the Attorney's Report. The regular meeting schedule of Board meetings scheduled for 2024 was presented by the attorney based upon the same general meeting dates as in prior years. There was discussion regarding changing the March meeting date from March 26 to March 27. Other dates appeared to be appropriate and acceptable. A motion was made, seconded, and unanimously approved to approve the 2024 regular meeting schedules with the change in the March date.

The attorney also reported that he had sent a letter to Carrollton Bank with regard to the supplemental loan financing through that Bank, Liberty Bank and CNB Bank & Trust.

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

The meeting next turned to Other Business.

The Board discussed the sale of Station #1. It was the consensus that it should be noticed for sale by sealed bids with the bid opening to occur on March 26, 2024 at the regular

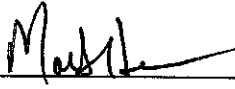
board meeting on that date. There was discussion regarding a draft bid notice which had been prepared by the attorney. Various suggestions were made and the attorney indicated that he would incorporate those and proceed to publish the notice upon approval of the Board. Thereafter, a motion was made by Mr. Horn, seconded by Mr. Leonard, and unanimously approved to proceed with a sale by sealed bids of Station #1 on March 26, 2024. It was noted that it would be the responsibility of bidders to submit their bid on time and to verify its receipt by the District. There was discussion regarding arranging for inspection by prospective bidders through the Fire Chief, and it was suggested that this would be at the discretion of the Fire Chief based upon operational needs of the District. Thereafter, a motion was made by Mr. Horn, seconded by Mr. Leonard, and unanimously approved to proceed with the sale of Station #1 in the manner outlined above.

It was reported that a proposal for the purchase of the Breathing Air Compressor at Station #2 had been received from Breathing Air Systems in the amount of \$4,000.00. It was noted that this would require the District to disconnect the Unit and to palletized it. It was agreed that this would be deferred until the building is no longer occupied by the District.

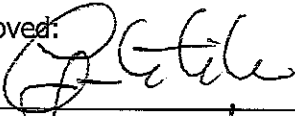
There was discussion regarding the building generator and the appliances at Station #1. It was agreed that these items could be sold separately and that bidders should be instructed to bid for them separately. It was noted that there is a shed a Station #2 which would likely be available for sale separately also. It was the consensus that the appliances should be left at Station #1 and be sold with that building. The Fire Chief was requested to put together a list of those items which will be available for sale by the sealed bid process when the building is sold.

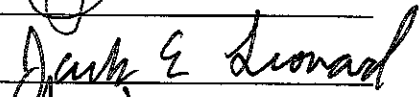
It was noted that there were no personnel matters to come before the meeting.

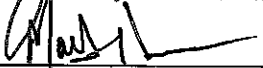
Thereafter, there being no further, or other, business to come before the meeting, upon motion duly made, seconded and unanimously approved, the meeting was adjourned.



Secretary

Approved: 





Being All of The Trustees of the
Godfrey Fire Protection District