

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

On August 19, 2024, the regular meeting of the Board of Trustees of the Godfrey Fire Protection District was held at the Fire Station, 3023 Godfrey Road, Godfrey, Illinois at 5:00 p.m. pursuant to published notice of a change in the regular meeting date for the month.

In attendance were Trustees Leonard, Fischer, and Horn. Also present were Fire Chief Cranmer, Northstar Management Representative Donald Wojtkowski, and Fire Commissioners Sowders and Clemons. Members of the Fire Department and legal counsel for the District were also present.

The Chair first called for announcements. The Chief announced that the District had received a resignation by Bryce Parish of his resignation from the Department as of August 29, 2024.

The meeting next turned to presentation and approval of the minutes of the meeting of the Board held on July 22, 2024 and a motion was duly made by Mr. Leonard, seconded by Mr. Horn, and unanimously approved to approve the minutes as presented.

The meeting next turned to New Station Matters. The Chair recognized Mr. Wojtkowski who reported to the Board further on the issue of the glass in the station windows. He noted that the drawings specified tempered clear glass and not low E glass, however, the specifications indicate that low E glass was to be used. Mr. Wojtkowski indicated that he can't determine if this was a typographical error, but he concluded that the Construction Manager, S. M. Wilson could not be held accountable for the use of non-low E glass. He noted that it is possible that the responsibility for the omission would rest with the Architect, FGM, however, he also noted that the District did not pay for low E glass and, as a consequence, there was no financial harm to the District by the failure to install the low E glass. He noted that there would be a heating benefit without low E glass during the winter months and that during the summer months, it may be feasible to leave the bay door open so that there would be a net thermal load benefit without the low E glass. He indicated that this would not, however, eliminate the UV issue and the fading of paint on the fire apparatus by reason of the absence of low E glass. Mr. Wojtkowski indicated that the solution would be to put film on the glass if the District feels

that it is needed to prevent fading. There was discussion regarding the cost to place film only the bay door windows. The Chief was requested to get an updated quote for that installation only and Mr. Wojtkowski indicated he would approach S. M. Wilson and FGM to ascertain their interest in financially participating in a solution. There was a comment by Mr. Hamberg that the apparatus cab does heat up as a result of sunlight coming in the bay doors such that the air conditioning in the trucks often cannot deal with the heat. Mr. Wojtkowski indicated that it would be his preference to have the thermal benefit in the building. Mr. Leonard suggested that a firm quote be obtained with discussions to them be taken to Wilson and FGM. There was a brief discussion regarding the HVAC unit shutting down when the building generator started. It was noted that the HVAC system had been checked and a part has been ordered for the HVAC system to correct the shutdown issue. There was a brief discussion regarding the lawn sprinkler system and correction of problems with that unit.

The meeting next turned to the Treasurer's Report and approval of bills. Mr. Leonard presented the report in the usual fashion and advised that the cash on hand in the General-Emergency & Rescue-FICA/Medicare-Audit Insurance Fund at July 1, 2024 stood at \$1,738,055.20; that there were receipts during the month of \$723,690.38; and that there were disbursements during the month of \$145,292.15 leaving a balance at July 31, 2024 of \$2,316,453.43. He noted that the balance in the General-Emergency & Rescue-FICA-Medicare portion of the Fund stood at \$1,820,543.76 at July 31, 2024 and that the balances in the Audit Fund and the Insurance Fund at that same date were, respectively, \$87,651.94 and \$408,257.73. He noted that the bulk of the District's funds are held in the Illinois Funds Program. It was also noted as a matter of record that the Treasurer's Report in the Board packet contained the General-Emergency & Rescue-FICA/Medicare Funds Financial Report as of July 31, 2024; the July 2024 Expenditure Report by budget line item; the Financial Statement for the Audit Fund as of July 31, 2024; the Insurance Fund Financial Statement as of July 31, 2024; the Pension Fund Financial Statement as of July 31, 2024; the Bond Project/Debt Service Fund Financial Statement as of July 31, 2024; the Tax Receipts Summary and Disbursements Report through July 17, 2024; the Receipts & Disbursements YTD Comparison Report for July 2024; the Detail-Receipts & Disbursements Report for July 2024 and the Warrant Report dated July 22, 2024. Thereafter, a motion was 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 and a motion was made by Mr. Horn, seconded by Mr. Leonard, and unanimously approved to pay the bills of the District as same come due during the normal course of business in accordance with the bill payment procedure of the District.

The meeting next turned to the President's Report. The President advised that he and Mr. Horn would be attending the Annual Meeting of the Illinois Association of Fire Protection Districts in Peoria on September 17, 2024.

The meeting next turned to the Fire Chief's Report.

The Chief presented his report in written form and orally commented on it.

The Chief noted there were 194 calls during the month of July of which 138 were EMS calls.

Under Personnel, the Chief advised that Firefighter Hubbs will be taking his final test and practical examinations in order to complete his probationary period in September. The Chief reiterated the resignation of Mr. Parish.

Under Grant/Revenue/Donations, the Chief advised that the Federal Assistance to Firefighter Grant Application of the District remains pending. He advised that an application will be made to Illinois American Water for an annual grant which would be used for hose nozzles and similar items of equipment. The Chief indicated that the Small Equipment Grant through the Office of the State Fire Marshal remains pending.

With regard to Stations/Apparatus/Equipment, the Chief advised that a rock broke Unit 1451's windshield, but that it had been replaced with reimbursement by the District's insurer, VFIS. The Chief advised that the Department is in need of replacement gloves and hoods and that he had obtained a quote in the amount of \$4,245.00 for those replacements. He advised that fire gear had been ordered pursuant to the prior approval of the Board. He noted that sensors need to be replaced in the Hazmat and CO monitors and that a quote had been obtained for that equipment in the amount of \$5,960.00.

Under Training, the Chief advised that 2024 training is underway and that in September three members will be attending an auto extrication class in Missouri. He noted that this had been previously approved by the Board.

Under Special Notes, the Chief advised that the District had received its annual ALS waiver through IDPH. This allows the District to continue to provide ALS service in connection with EMS calls.

The Chief noted that he will have some additional vacation days in September.

With regard to equipment and apparatus, it was noted that no major repairs or red flag items are pending.

The Board next took up the Chief's requests and upon motion of Mr. Horn, seconded by Mr. Leonard, the Chief was authorized to proceed with the procurement of the gloves and hoods as requested. A motion was made by Mr. Horn, seconded by Mr. Leonard, and unanimously approved to approve the replacement of the sensors on the hazmat and CO monitors.

The meeting next turned to the report of the Board of Fire Commissioners. Mr. Sowders advised that a laptop computer had been purchase for use by the Board of Fire Commissioners as previously approved by the Board of Trustees and that the Board of Fire Commissioners is currently in the process of obtaining the software needed for promotional testing purposes.


The meeting next turned to the Attorney's Report. The attorney advised that election materials had been distributed to the Chief for the consolidated election to be held in April 2025 at which time one seat on the Board will be up for election. He also reported that communication had been received from the Gilmore Bell law firm regarding the close out on the District's general obligation bonds. It was noted that no action is needed with regard to that report and that it will be placed on file with the District.

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

The meeting next turned to Other Business. There was no other business to take up.

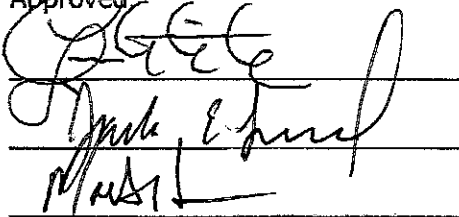
The meeting next turned to a discussion of Personnel Matters. There was consideration regarding the resignation of Mr. Parish from the Department and the Chief noted that he had reserved two spots for the academy program which will be starting in September including hotel accommodations. He discussed with the Board the expense for turnout gear rental and the purchase of boots for new members. The Chief advised that he had contacted two individuals who are on the eligibility list following the resignation of Mr. Parish. It was noted that it would be necessary for the Board to hold a special meeting to act on filling the vacancy created by Mr. Parish's resignation and it was agreed that the Board would meeting at 7:45 a.m. on August 22, 2024 at the Fire Station to take up the question of hiring additional personnel.

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