

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

On July 22, 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 the regular meeting schedule of the Board.

Attending the meeting were Trustees Fischer, Horn, and Leonard. Also present were Fire Commissioners Cox, Clemons, and Sowders; Fire Chief Cranmer; Northstar Management Representative Donald Wojtkowski; members of the Fire Department; and legal counsel for the District.

The Chair first opened the meeting as the public hearing on the 2024-2025 Budget and Appropriation Ordinance. The Chair called for any comments regarding the Budget. There were none. The Chair closed the hearing, but noted that should any member of the public appear subsequently in the meeting that individual would be given the opportunity to address the Board regarding the Budget.

The meeting next turned to announcements and presentations and the Chief advised there were none to be made.

The meeting next turned to the minutes of the meeting held on June 24, 2024, and upon motion of Mr. Leonard, seconded by Mr. Horn, and unanimously approved, the minutes were approved as presented.

The meeting next turned to New Station Matters. The Chief gave a brief report regarding the window tinting situation and indicated that he had no new information on that topic at this time. He also noted that a new lock was on order for one of the doors. The Chair next recognized Mr. Wojtkowski who gave his summary of the window situation in the context of the plans and specifications of the project. He noted that the manufacturer did not include the glass which was specified per the Architect's specification, but that when the submittal was presented from the manufacturer to FGM this discrepancy was not identified and the architect approved the submittal as did the Construction Manager, SM Wilson. In addressing how this matter could be resolved, Mr. Wojtkowski indicated that depending upon how the responsibility for the omission is allocated it could fall either on the Architect or the Construction Manager. To the extent that the Construction Manager is determined to be the responsible party, it is likely that it would seek to charge the cost of any remedial work against the construction

contingency in the project budget. Since the District received a credit for the contractor contingency in the computation of the final contract cost, this would fall back to the District to fund. Mr. Wojtkowski indicated that he would contact the Architect and the Construction Manager to discuss the situation further with them.

The meeting next turned to the Treasurer's Report. The Treasurer presented his report in the usual manner and indicated that in the General-Emergency & Rescue-FICA-Medicare Fund at June 1, 2024 the cash on hand balance stood at \$1,294,583.63, that there were receipts during the month of \$117,709.83, and that there were disbursements of \$129,320.22 during the month leaving a balance at June 30, 2024 of \$1,282,973.24. He noted that Audit Fund had a balance at June 30, 2024 of \$81,277.30 and the Insurance Fund had a balance of \$373,804.66 at the same date. The report also contained the Cash On Hand Distribution which indicated that the District has \$1,610,262.04 with the Illinois Funds and \$127,793.16 in the Liberty Bank Checking Account. It was noted for record purposes that the Board Packet contained the Financial Statement for the General-Emergency & Rescue-FICA/Medicare Funds at June 30, 2024 based on budget, monthly, and year to date figures; and that the report contained the June 2024 Expenditure Report by budget line item; the Audit Fund Financial Statement as of June 30, 2024; the Insurance Fund Financial Statement as of June 30, 2024; the Pension Fund Financial Statement as of June 30, 2024; the Bond Debt Service Fund as of June 30, 2024; the Tax Receipts Summary and Disbursements Report through June 17, 2024; the Receipts & Disbursements YTD Comparison Report for June 2024; the Detail-Receipts & Disbursements Report for June 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 accepted as presented.

The Board next turned to payment of bills and upon motion of Mr. Leonard, seconded by Mr. Horn, and unanimously approved, payment of the District's bills was approved with payment to be made in the regular course of the District's business in accordance with the bill payment procedure of the District.

The Board next turned to a discussion of the Fund Designation contained in the Treasurer's Report. It was noted that with the construction of the new Fire Station, having a fund designation for a new building was no longer needed and there was further discussion regarding the need for a truck replacement fund designation. After discussion, it was the consensus that a designation of funds for these purposes is no longer feasible and a motion

was made by Mr. Leonard, seconded by Mr. Horn, and unanimously approved to eliminate those fund designations on the Treasurer's Report.

The meeting next turned to the President's Report. There was no report.

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

The Chief reported on calls during June and noted there was a fire at the new Mexican restaurant in Godfrey, but that prompt suppression of the fire by the Department and repair work by the owners had allowed the firm to open within two weeks following the fire. The Chief also reported there was a rescue call to a residence in Godfrey where the Department responded to a person's fall on riprap. The homeowners made a \$500 donation to the District in thanks for its service.

Under Stations/Apparatus/Equipment, the Chief advised that Unit 1451 has been sold and has been delivered to the buyer. Funding of the purchase price should occur in the current week.

Under Training, the Chief advised that the electric vehicle training had involved ten fire departments in the area and was a successful and beneficial training class for firefighters dealing with emergencies involving lithium ion batteries.

Under Special Notes, the Chief advised that he had submitted the ALS waiver to the Illinois Department of Public Health. He also noted his scheduled vacation days.

In response to a question, the Chief noted that he had been able to obtain 6 sets of personal protective gear without cost for the sixth set. The Board had previously approved the purchase of 5 sets.

The meeting next turned to the report of Board of Fire Commissioners. Mr. Sowders was recognized and he advised the Board of Trustees that the Board of Fire Commissioners is requesting a \$3,000.00 allocation by the District for the purchase of fire simulation software and a laptop. It was noted that the Chief would be checking with Feathershark, the District's IT vendor, regarding the acquisition of a laptop computer for the Board of Fire Commissioners through that source. There was discussion regarding how the software and the computer would be used. It was noted that the members of the Board of Trustees had been present during the Board of Fire Commissioners' when Mr. Sowders had reported on this to that body. There was some discussion regarding Department usage of a similar software system and it was noted that the request of the Board of Fire Commissioners is one which would be limited to the exclusive use of the Board of Fire Commissioners for promotional purposes only and would

not be in any way tied to the District for departments training materials or training programs. Thereafter, a motion was made by Mr. Leonard, seconded by Mr. Horn, and unanimously approved to approve the purchase of fire simulation software and a laptop computer for the Board of Fire Commissioners at a cost not to exceed \$3,000.00.

The meeting next turned to the Attorney's Report. The attorney reported briefly regarding the status of the Federal OSHA Fire Brigade Rule Change which is pending.

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

The meeting next turned to Other Business.

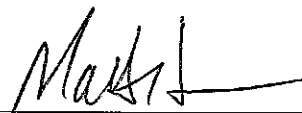
The first item of business under Other Business was the adoption of the 2024-2025 Budget & Appropriation Ordinance and a proposed Ordinance was presented. Mr. Leonard and Mr. Fischer reviewed the changes which had been made in the Tentative Budget figures and the reason for those adjustments to cover the cost of the new aerial. After that presentation, upon motion of Mr. Leonard, seconded by Mr. Horn, and unanimously approved, the 2024-2025 Budget & Appropriation Ordinance was approved.

The meeting next turned to Personnel Matters.

The first matter before the Board was the appointment of a member of the Board of Fire Commissioners. It was noted that Mr. Cox's term has ended this year and, thereafter, upon motion of Mr. Leonard, seconded by Mr. Horn, and unanimously approved, the reappointment of Jay Cox as a member of the Board of Fire Commissioners of the Godfrey Fire Protection District was unanimously approved.

There followed a brief discussion regarding the potential for the District to lose a career member of the Department to the Edwardsville Fire Department. After that discussion, it was noted that a special meeting of the Board of Trustees could be called in order to hire an additional firefighter from the current eligibility list to fill the vacant position, if necessary. There was discussion regarding the timing of such an appointment in relation to the Fire Academy Training Program at the Fire Service Institute.

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 5:45 p.m.



Secretary

Approved:

Jack E Leonard

Mark

Steve

Being All of The Trustees of the
Godfrey Fire Protection District