

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

On November 23, 2020, the regular meeting of the Board of Trustees of the Godfrey Fire Protection District was held at 7:00 p.m. at Fire Station No. 2, 1712 West Delmar, Godfrey, Illinois and by video conference pursuant to Section 7 (e) of the Open Meetings Act due to the COVID-19 pandemic and Gubernatorial Proclamations and Executive Orders. Members of the public could attend by Zoom video or audio conference by using Meeting ID: 83648373705 with Passcode: 348373, or by calling 312-6626-6799.

President Ford announced that he had determined that it was appropriate to hold the meeting on a virtual basis under Section 7 (e) by reason of the COVID-19 pandemic.

In attendance were Trustees Fischer, Rynders, and Ford. Also present for the meeting were Chief Cranmer, Fire Commissioners Clemons, Sherman, and Cox; Fire Department members Cranmer, Naylor, and Farmer. Andrew Allen of the Steck Cooper Insurance Agency and Mr. Nick Meggos of Nyhart were present for portions of the meeting. Legal counsel for the Fire Protection District was present.

The Chair first called for announcements and presentations. The Chief advised that there were no announcements or presentations other than those scheduled on the agenda.

The Chair recognized Mr. Nick Meggos of Nyhart to review the 2020 Pension Fund review and Actuarial Valuation Report as of May 1, 2020. Mr. Meggos began his report by reviewing the actuarial fundamentals associated with the funding of the Firefighters' Pension Fund. He then reviewed the projected impact of consolidation; the plan experience for the 2019-2020 time period; the 2020 results; and projected results. In particular with regard to consolidation; he noted that the pooling of assets should allow for greater flexibility in investing of District funds which should generate higher returns along with the Tier II changes which were made in the Pension Code. He noted, however, that the most recent Tier II changes will offset somewhat the expectation of higher returns. He suggested that with consolidation, the expected return assumptions which will be made in connection with funding analysis will change, but there will likely be no specialized assumptions made for particular plans; there is likely to be a new public mortality table used; and the path to the 2040 90% funding requirement may change. Mr. Meggos reviewed the 2019-2020 plan experience which reflected an overall net loss to the fund of \$234,000 which was made up largely of asset loss of \$250,000 based on the market value return of 2.08% and a liability gain of \$16,000 which was caused by

disability retirements and pay increases which were higher than assumed. He did note that there was a gain for the fund by reason of two participant terminations prior to retirement eligibility. Turning to the 2020 valuation results, Mr. Meggos indicated that the contribution recommendation by Nyhart remains essentially flat for 2020 at \$615,617. He noted that the funding percentage for the plan remains essentially the same at 57.4% as compared to 57.0% for 2019. He next presented various scenarios based upon changes due to consolidation and return assumptions, however, his recommendation is to retain the levy at a higher than may be required level going forward in order to avoid a significant acceleration in required contributions by reason of the 2040 timeline for 90% funding. Mr. Meggos noted that the current return assumption for the actuarial computation is 5.75% and he expects that the consolidated fund at the state level will use a 7% assumed return. In response to a question, he opined that he anticipates the required contribution will likely go down in 2022 and after when consolidation occurs and these changes take effect. However, he suggested that the District consider retaining an independent analysis of the fund going forward in order to avoid a steep acceleration as the fund approaches the 2040 deadline for 90% funding. Mr. Meggos offered to perform an informal review of the contribution recommendation after consolidation. Following further discussion, the Board thanked Mr. Meggos for his presentation and he departed the meeting.

The Chair next called upon Mr. Andrew Allen of the Steck Cooper Agency to perform the annual insurance review for the District's insurance package. Mr. Allen commenced his review with the summary of coverages for property and casualty which included the coverages at 6011 Godfrey Road and 1712 West Delmar. He noted that the coverage is based upon a guaranteed replacement cost with valuations adjusting annually. He also reviewed the other coverage extensions applicable to the plan, the crime coverages based upon position schedule including the Godfrey Foreign Fire Insurance Board; the portable equipment coverage; and the auto coverages. It was noted that the new KME pumper has been added to the schedule of vehicles along with the new Ram rescue vehicle. He reviewed the general liability/professional healthcare liability coverages and the coverage extensions under that program. He noted that the occurrence limit is \$1 million with a general aggregate of \$3 million. The management liability coverage, which is on a claims made basis, was reviewed and it was noted that it has limits of \$1 million per claim and an aggregate of \$3 million. The coverage extensions including outside directorship liability were noted and he reviewed the cyber liability coverage

which is also on a claims made basis. The excess liability coverage was also reviewed with limits of \$5 million per occurrence and an aggregate annual limit of \$10 million. It was noted that Carrollton Bank needed to be added to the additional interests listing for the new KME pumper and Mr. Fischer indicated he would supply that information to Mr. Allen. With regard to the premium cost, Mr. Allen indicated that while the premium is slightly higher, this is due to the addition of 2 new vehicles and that without those vehicles, the premium has actually declined for the current renewal. Mr. Allen also reviewed the accident and sickness policy program as well as the worker's compensation coverage through Illinois Public Risk Fund. He noted that the IPRF rate is up somewhat due to the heavy claims incurred in the previous time period, but that the premium has been reduced somewhat due to lower payroll. With no further questions or discussions with Mr. Allen, the Board thanked him for his presentation and he departed the meeting.

The Chair next called for presentation of the minutes of the meeting held on October 26, 2020 and upon motion of Mr. Rynders, seconded by Mr. Fischer, and approved by Trustees Rynders, Fischer, and Ford, the minutes were approved as presented.

The meeting next turned to the Treasurer's Report. Mr. Fischer presented the Financial Statement for the General-Emergency & Rescue/FICA/Medicare-Audit-Insurance Funds as of October 31, 2020 which reflected in the General-Emergency & Rescue/FICA-Medicare Fund cash on hand balance at October 1, 2020 of \$922,400.97, receipts during the month of \$323,697.75, and disbursements of \$189,511.17 leaving a balance in that fund at October 31, 2020 of \$1,056,587.55. He also reported that the Audit Fund had a balance at October 31, 2020 of \$90,480.91 and the Insurance Fund had a balance at that same date of \$619,930.95 for a total funds balance of \$1,766,999.41. He also presented the Cash on Hand Distribution Report and the Fund Allocation Report. Mr. Fischer noted that the Board packet contained the Budget on a Monthly, and Year to Date Comparison for the General-Emergency & Rescue/FICA/Medicare Funds as of October 31, 2020; the October 2020 Expenditure Report by Budget Line Item; the Audit Fund Financial Statement as of October 31, 2020; the Insurance Fund Financial Statement as of October 31, 2020; the Pension Fund Financial Statement as of October 31, 2020; the Agency Fund Account as of October 31, 2020; the Tax Receipts Summary and Disbursements Report through October 14, 2020; the Receipts & Disbursements YTD Comparison Report for October 2020; and the Detail-Receipts & Disbursements Report for October 2020. Thereafter, a

motion was made by Mr. Rynders, and seconded by Mr. Fischer, to accept the Treasurer's Report as presented. The motion was approved by Trustees Rynders, Fischer, and Ford.

The meeting next turned to payment of bills. Mr. Rynders made a motion to pay the bills of the District in the routine course of business as same come due in accordance with the bill payment procedure of the District. Mr. Fischer seconded the motion. The motion was approved by Trustees Rynders, Fischer, and Ford.

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

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

The meeting next turned to the Fire Chief's Report. The Chief presented his written in written fashion and commented orally on various parts of the report.

He noted under personnel that 4 employees had tested positive for COVID-19 and were, accordingly, off duty. All of those individuals have now returned to work.

He advised that ServPro had treated both stations for COVID, Station No. 1 was treated at a cost of \$250.00 and Station No. 2 was treated on complimentary basis. The Chief indicated that he may arrange for periodic treatment of both stations going forward.

Turning to grants, the Chief advised that the District had received notification that day from the Department of Commerce and Economic Opportunity that it qualifies for COVID-19 compensation. The Chief has not yet reviewed the materials received, but anticipates using the funding from that source to cover overtime that incurred due to the COVID-19 outage incurred by the District.

The Chief advised that the \$1,000 grant from Illinois American Water Company would be applied to the purchase of hose and appliances with the approval of the Board which he requested.

The Chief advised that the fill station at Station No. 1 had been installed and is operational.

He reported that the new SCBA units have been ordered and are anticipated to arrive in mid-December.

The Chief indicated that the survey requested by FGM Architects had been completed and that the next step will be a space needs assessment by that firm.

The Chief advised that Unit 1460 has returned to service with a new pump installed.

The Chief advised that Unit 1422 has returned to Mac's for some warranty issues to be repaired. He also reported that new brackets had been ordered for that unit.

Unit 1410 is at Mike's for mechanical work.

He advised that the solicitation of offers for the purchase of Unit 1420 and 1452 had not resulted in any takers at this point.

He advised that the Knox Box replacement equipment has been placed in service.

The Chief advised that he had received a proposal from Piasa Motor Fuels for a bulk fuel system, but that it would not be cost effective given the tank rental expense. The Chief advised that he made a request to FS for a proposal which has not yet been received.

The Chief advised that the Station No. 1 computer died as a result of a power surge and a replacement had been procured for \$249. The District also incurred a \$200 expense for technical work to set up the computer.

The Chief advised that the District is currently in good stead with regard to personal protective equipment associated with the COVID-19 situation.

He noted that business inspections in the Village of Godfrey are on hold due to COVID restrictions.

Training is continuing during the pandemic.

He advised that Element Landscaping had decorated the Fire Stations without cost to the District.

The Chief advised that he had sent the Building Maintenance Report separately to the Board and that the stove at one of the stations needs to be replaced or a new control board installed at a cost of \$400. It was noted that the stove is 8 to 10 years old.

The Chief advised that the old copier which had been donated by the Office of the State Fire Marshal needs to be disposed of and it was suggested that he check with Williams Office Products regarding a possible use of the copier for replacement parts.

The meeting next turned to the Chief's request regarding the use of the Illinois American Water Grant of \$1,000 and a motion was made by Mr. Rynders, seconded by Mr. Fischer, and unanimously approved by Trustees Rynders, Fischer, and Ford to authorize the use of the grant for hose replacement and appliances.

The Board next took up the replacement of the stove and Mr. Rynders made a motion to spend up to \$700 to replace it. Mr. Fischer seconded the motion and the motion was approved by Trustees Ford, Rynders, and Fischer.

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

The meeting next turned to public comments. The Chief advised that he had received a note from a neighbor of an individual who had been assisted by the District thanking the District and the Department for the professionalism of the personnel who responded to the call for a COVID patient. The members were commended by the Board.

The meeting next turned to other business.

The meeting first discussed the status of the KME apparatus purchase and delivery and the Fire Chief advised that he had obtained the certificate of origin and would be proceeding to obtain the title to the vehicle.

It was noted as a matter of record that the mold remediation work at Station No. 2 had been completed.

The Board briefly discussed bond issue matters and it was noted that there is a January 9 deadline to place the question on the ballot for April and there was discussion regarding the status of the FGM survey work and concluding that in time for a meeting with the Village of Godfrey Board of Trustees in December concerning possible acquisition of the Highway House property for use as a new Fire Station location. The Chief indicated that he would follow up with FGM personnel.

The meeting next turned to the refurbishment of Unit 1410 and the Chief again advised that Unit is at Mike's for mechanical repairs.

The Chief noted that there had been no takers with regard to the offer to sell of surplus equipment and it was suggested that the Chief contact Mr. Brett Kunkel of the Shoal Creek Fire Protection District regarding the possibility of interest in some of the used equipment.

It was noted that the SCBA used units will be offered for sale following the receipt of the new units.

The meeting next turned to the 2020 Real Estate Tax Levies. The attorney advised that levy ordinances had been prepared based upon the figures submitted to the Board previously which consisted of the following levies for 2020:

Insurance	\$200,000
Pension	\$615,617
Rescue	\$360,490
Audit	\$ 18,000

Social Security	\$ 35,000
General (Corporate)	\$1,523,135.00

A motion was made by Mr. Rynders, seconded by Mr. Fischer, and approved by Trustees Ford, Fischer, and Rynders to approve and adopt the 2020 Tax Levies for the District in the foregoing amounts.

The meeting next turned to a discussion regarding the Highway House property and it was noted this already had been reviewed by the Board earlier in the meeting.

The meeting next turned to the good of the order. There were no reports.

The meeting next turned to personnel matters. It was noted there were no personnel matters to take up.

There being no further, or other, business to come before the meeting, a motion was made, seconded by and unanimously approved by Trustees Ford, Rynders, and Fischer, to adjourn the meeting.

Gerard Fischer, Secretary of the
Board of Trustees

APPROVED:

Being all of the Trustees of the
Godfrey Fire Protection District