

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

On April 27, 2020, the regular meeting of the Board of Trustees of the Godfrey Fire Protection District was held at 7:00 p.m. by virtual meeting pursuant to Executive Order 2020-07 (COVID-19 Executive Order No.5).

In attendance were Trustees Fischer, Ford, and Rynders. Fire Chief Cranmer, legal counsel, members of the Fire Department, and members of the public were also present by virtual attendance.

Mr. Ford chaired the meeting and Mr. Fischer served as secretary of the meeting.

It was noted as a matter of record that the Board did not meet in March 2020 due to the COVID-19 situation pursuant to the recommendation of the State that meetings of public bodies be cancelled or postponed if possible. It was also noted for record that a notice that the April 27, 2020 regular meeting would be held on a virtual basis had been posted on the meeting agenda at both fire stations of the District and on its website. The notice provided the link for the meeting as well as a telephone number for members of the public to attend telephonically as well.

The Chair first called for presentation of the minutes of the meeting held on April 27, 2020. Upon motion was made by Mr. Rynders, seconded by Mr. Fischer, and unanimously approved, the minutes were approved as presented.

The meeting next turned the Treasurer's report. The Treasurer presented the Financial Report months of February and March. He reported that the General-Emergency & Rescue-FICA/Medicare Fund had a cash on hand balance as of February 1, 2020 of \$646,579.45, receipts during the month of \$30,473.44, and disbursements during the month of \$95,482.53 leaving a balance in the Fund at February 29, 2020 of \$581,570.36. He reported further that for the month of March 2020 the same fund had receipts of \$33,754.79 and disbursements of \$135,931.34 leaving a balance of \$479,393.81 at March 31, 2020. He also reported on the Fund balances, receipts, and disbursements for the Audit Fund and Insurance Fund. The Treasurer further presented the cash on hand distribution report showing the various depositories in which the funds of the District were maintained. He presented the Fund Designation Report for the General Fund, Audit Fund, and Insurance Fund. The Treasurer noted for record that the Board Packet contained the Financial Statement for the General-Emergency & Rescue-FICA/Medicare Fund on a monthly and year to date basis by budget comparison; the Monthly

Expenditure Report by Budget Line Item reflecting monthly, year to date, and budget line item balance; the Audit Fund Financial Statement; the Insurance Fund Financial Statement; the Pension Fund Financial Statement; the Agency Fund Financial Statement; the Tax Receipts Summary and Disbursements Report; the Receipts & Disbursements YTD Comparison Report; and the Detail Receipts & Disbursements Report. The reports were for each of the months of February 2020 and March 2020. Thereafter, a motion was made by Mr. Rynders, seconded by Mr. Fischer, and unanimously approved, to accept the Treasurer's Report as presented.

The Chair called for approval of bills. A motion was made by Mr. Fischer, seconded by Mr. Rynders, and unanimously approved, to approve the payment of bills as same come due during the course of the month in accordance with the bill payment procedure of the District.

The meeting next turned to the Fire Chief's Report. The Chief noted that he had supplied his report in written form and he elaborated on its contents to the Board.

Regarding two particular calls which occurred subsequent to his last report including a railroad worker's accident and a heart arrest in a wooded area. He advised that there were 167 calls during March in total.

With regard to personnel, the Chief reported that 6 firefighters sustained an exposure to the COVID-19 virus at a local group home. All personnel were in PPE. All of those members of the Department are monitoring temperature daily with Shift 1 being required to monitor until May 2, 2020 and Shifts 2 and 3 being cleared from further monitoring on April 26 and April 27, 2020. He reported that firefighter Naylor had successfully passed his final street test and is doing well in training. The Chief informed the Board that Department member Elder had completed his Associates Degree in Fire Science and will soon be completing his Undergraduate Degree in Occupational Safety and Health.

With regard to stations, apparatus, and equipment, the Chief advised that hose testing is in progress. He informed the Board that KME Body Plant was in shut down for a period of time due to the COVID-19 virus, but it is now reopened and an August delivery of the new fire apparatus is expected. He advised that the Dodge Ram rescue truck is currently in production, but that the plant in Mexico where it is being built is currently on shut down due to the COVID-19 virus. After production resumes, it will be an approximate four-week transport time following completion and the Chief indicated that he would order the shell and bedslide when advised by the dealer that the truck has been shipped. He reported regarding a repair to the airbag warning system in Unit 1450 and its repair. He also advised that Unit 1450 is in need of a



radiator replacement which has been ordered. He confirmed a prior report to the Board that Unit 1471 is in need of tire replacement and he advised that all of the engines have had periodic maintenance work performed.

With regard to grants, revenue, and donations, the Chief advised that the IPRF Safety Grant has been submitted seeking funding either for PPE or for a Lucas CPR device. The Chief reported to the Board that Jaris Wade from Lung Smarter had made a donation of \$2,500 to the District to be used for the purchase of EMS equipment. The Chief described the items of equipment which he proposes to purchase with that funding. The Chief also advised that the District had received a donation of a 55-gallon drum of hand sanitizer from Proctor & Gamble which he plans to share with neighboring departments and Madison County.

The Chief next reported that yearly training is underway in-house, but that the burn tower training has been deferred until later in the year or perhaps 2021. The Chief advised that the Department is conducting "birthday drive-bys" for Godfrey residents. The Chief indicated that this has generated a significant amount of goodwill, particularly in the COVID-19 situation when people are not able to hold birthday events away from their homes.

The Chief requested approval to replace the tires on unit 1471. He noted that stock tires would have a cost of approximately \$2,400 and "super single" tires would have a cost of \$4,000, including new wheels. The "super single" tires would give greater off-road capacity for the vehicle.

The Chief also reported that both of the stations remain restricted from public access except for official business and that he is continually receiving emails and correspondence on procedures regarding the COVID-19 issue. He advised that, while some PPE issues have arisen, efforts have been made to work around those issues. He noted that all members are informed as to patient treatment procedures and use of PPE in connection with COVID-19 situations. He indicated that personnel screening continues to occur. Expenses associated with the COVID-19 situation are being tracked.

The Board thanked the Chief for his report.

Mr. Ford gave a brief report regarding the number of firefighters in the State of Illinois who have been affected by the COVID-19 virus including 577 firefighters state wide with 135 in quarantine, 189 testing positive for the virus, and with 2 firefighters having died from the virus.

The meeting next turned to other business.

The Tentative Budget for the fiscal year 2020-2021 was taken up by the Board. It was noted that a draft tentative budget had been circulated to the Board prior to the meeting. It was noted that multiple changes in the budget are anticipated in advance of adoption of the Annual Budget in final form later in the year. Mr. Ford noted that there may be a better cash balance at the end of the fiscal year (April 30,2020) than had been anticipated. Thereafter, a motion was made by Mr. Rynders, seconded by Mr. Fischer, and unanimously approved, to approve the Tentative Budget and Appropriation Ordinance as presented.

The meeting next turned to discussion of the KME apparatus purchase. The Chief noted that delivery is anticipated later in the summer. The attorney advised that he had submitted information to Liberty Bank regarding potential loan for the apparatus and that information would also be submitted to Carrollton Bank which had also expressed an interest in submitting a proposal.

The meeting next turned to mold remediation of Station No. 2. It was noted that only one quote had been received this for for remediation repairs and it was the consensus to defer the matter for the consideration until additional quotes are obtained.

There was discussion regarding the selection of an architect with respect to moving forward on a bond issue proposition. The attorney was requested to make arrangements for virtual meetings to interview architects and he requested each Trustee to provide a schedule of times when such meetings could be set up based on their schedules.

Mr. Ford inquired of the Treasurer regarding the 2019 Tax Extension Report. The attorney advised that the report had been received and had been returned to the County after review and approval of the figures. It was noted by the attorney that the District's Tax Extension for 2019 would total \$2,620,092.00 of which \$1,408,084.00 will be extended for the General Fund. This is approximately \$100,000 less than the levy request of \$1,493,582.00 based upon the assessed value of the District for 2019 which totaled \$352,419,406.00.

The Chair next inquired of the Chief as to the submission of any public comments. The Chief advised that no public comments had been submitted prior to the meeting.

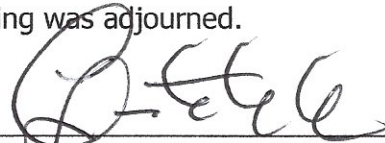
The meeting next turned to the requests made earlier in the meeting by the Fire Chief regarding purchases and a motion was made by Mr. Rynders, seconded by Mr. Fischer, and unanimously approved, to authorize the purchase of "super single" tires for Unit 1471 at a cost of approximately \$4,000 which will include new wheels. A motion was also made by Mr. Rynders, seconded by Mr. Fischer, and unanimously approved, to approve the purchase of

medical supplies and equipment by the Chief as requested in his report from the \$2,500 donation received by the District.

The attorney reported regarding discussions with and submissions to the Office of the State Fire Marshal regarding a Basic Firefighter Certification requirement for career members of the Department only. He indicated that a draft ordinance had been submitted and that he would advise the Board following review by OSFM.

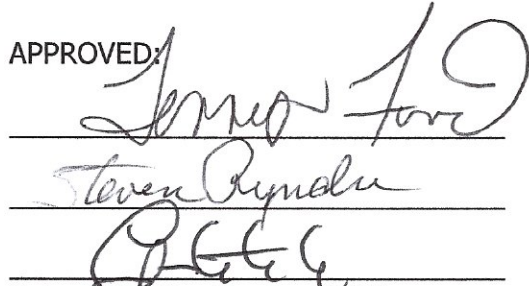
Mr. Ford noted the passing of a former member of the Department, Mike Springman, who died on April 19, 2020. Memorials and arrangements have not been announced.

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



Gerard Fischer, Secretary of the Board of Trustees

APPROVED:



Being all of the Trustees of the Godfrey Fire Protection District