

GODFREY FIRE PROTECTION DISTRICT  
MINUTES OF BOARD OF TRUSTEES

On December 17, 2019, the regular meeting of the Board of Trustees of the Godfrey Fire Protection District was held at 7:00 p.m. in the Community Room of Liberty Bank, 3112 Godfrey Road, Godfrey, Illinois pursuant to published notice of the change in the regular meeting date for the month of December.

Present for the meeting were Trustees Rynders, Ford, and Fischer. Fire Commissioners Cox and Sherman; Fire Chief Cranmer; members of the Fire Department; members of the public; and legal counsel for the District were also present. Mr. Thomas Crabtree of Stifel Public Finance was also present for a portion of the meeting.

The meeting began with the Pledge of Allegiance to the Flag. The meeting was chaired by Mr. Ford and Mr. Fischer served as Secretary for the meeting.

The Chair called upon Mr. Crabtree to discuss with the Board the possibility of a bond issue to fund capital expenditures which exceed the current financial capacity of the District. It is anticipated that a bond issue would be utilized to update the current Fire Station facilities and to purchase fire apparatus equipment. Mr. Crabtree explained that the initial process in moving forward with a bond issue consists of, first, a needs assessment and a cost projection for the capital expenditures and, second, communication with the public regarding the need for the bond issue. He noted that the District has a lending capacity of approximately \$20 million based on its assessed value. He described to the Board the difference between a public offering of bonds versus or a direct placement of the bonds with a financial institution. The transactions cost for the bond issue would be in the range of 2% of the amount borrowed. There is no cost before the transaction closes and Stifel, as the underwriter, would have a fee of approximately 1% of the 2% total. There would be an underwriting engagement with Stifel, but any payment to Stifel would be contingent upon a favorable passage of the referendum. There was discussion regarding the timing of the expenditure of funds from the bond issue. Mr. Crabtree explained that the general rule is that the bond issue proceeds must be fully spent within five years of the issuance with an 85% target within three years. There was discussion regard ballot language. The Board inquired regarding a longer expenditures timeline and Mr. Crabtree explained that using a taxable bond would allow for that to occur, but there would likely be a rate differential of about 1/2 percent. Use of taxable bonds would also allow for a laddering of the borrowing. He indicated that a combination approach could be considered with

multiple bond issues some of which are nontaxable and some which are taxable. There followed discussion regarding the process to commence planning and Mr. Crabtree indicated that he would provide some samples of expected tax cost for bond issue debt service. Thereafter, Mr. Crabtree departed the meeting with the thanks of the Board.

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

The Chair next called for presentation and approval of the minutes of the prior meeting of the Board and the minutes of the meeting held on November 25, 2019 were presented and upon motion made by Mr. Rynders, seconded by Mr. Fischer, and unanimously approved, the minutes were approved as presented.

The Chair next called upon Treasurer for his report. The Treasurer presented the Financial Statement for the General-Emergency & Rescue-FICA/Medicare-Audit-Insurances Funds as of November 30, 2019. The General Fund reflected a balance on November 1, 2019 of \$666,882.08, receipts during the month of \$135,988.92, and disbursements during the month of \$180,984.73 leaving a balance at November 30, 2019 of \$621,886.27. The Treasurer also reported that the Audit Fund had a balance at November 30, 2019 of \$92,046.21 and that the Insurance Fund had a balance of \$566,113.05 at November 30, 2019. The Treasurer also presented the Cash on Hand Distribution Report and the Fund Designation Report. The Treasurer noted that the Board packet also contained the General Fund Monthly & YTD Budget Comparison Report for November 2019; The Expenditure Report by budget line item for November 2019; the Audit Fund Financial Statement at November 30, 2019; the Insurance Fund Financial Statement as of November 30, 2019; the Pension Fund Financial Statement as of November 30, 2019; the Agency Fund Financial Statement as of November 30, 2019; the Tax Receipts and Disbursements Report through November 22, 2019; the Receipts & Disbursements YTD Comparison Report for November 2019; and the Detail-Receipts & Disbursements Report for November 2019. A motion was made by Mr. Rynders, seconded by Mr. Fischer, and unanimously approved to accept the Treasurer's Report as presented.

The meeting next turned to approval of payment of bills and upon motion made by Mr. Rynders, seconded by Mr. Fischer, and unanimously approved the payment of bills as same come due in the ordinary course of business in accordance with the bill payments procedure of the District was approved.

The Chair next called upon Mr. Sherman for a report from the Board of Fire Commissioners. Mr. Sherman advised there was no report.



The meeting next turned to the President's Report. The President reminded the Board and the Fire Chief that a Winter Conference training program sponsored by the Illinois Association of Fire Protection Districts would be held in February 2020 and that customarily the trustees and the Chief have attended that program. A motion was made by Mr. Rynders, seconded by Mr. Fischer, to approve attendance by the trustees and the Chief in 2020. The motion was unanimously approved. The President also wished everyone a Merry Christmas and Happy Holiday Season.

The meeting next turned to the Fire Chief's report. Mr. Cranmer reported that administrative matters, including payroll, are being handled at this time. He advised that Bernie Sebold had delivered a \$1,000.00 Illinois American Water Grant to the District. This had been previously earmarked for the purchase of fire hose and the Chief advised that quotes would be obtained for that purchase. In response to a question, he advised that the hose would generally be 1 ¾ inch in size and would be color coordinated.

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

The meeting next turned to Old Business.

The Board took up continued discussion regarding the replacement of Unit 1452. Mr. Hamburg delivered a report regarding the status of the unit and indicated that it is currently in for repairs due to a fuel leak, but it now appears that a ring gear and starter will be needed as well in order to keep the unit running through the winter. Mr. Hamburg also reported regarding his research of replacement opportunities for Unit 1452 through cooperative purchasing. He indicated that use of the state bid program is the only viable option at this time due to other purchasing cooperatives closing out their programs at the end of the year. He advised that he would continue to work to obtain information for the Board and would present that at the next meeting.

There was further discussion regarding the Fire Chief's vehicle and Mr. Hamburg noted that the vehicle is in need of approximately \$2,000.00 in repairs which would include repairing the heater and brakes. There was discussion regarding availability and pricing on state bid for a replacement vehicle. It was suggested the cost would be in the range \$45,000 to \$50,000 with radio and lighting installations.

The meeting next turned to new business.

The Chair advised that structural repairs are needed at Station No. 1 due to the separation of the metal lintel from the brick masonry. An estimate has been obtained from Jun

Construction to replace the lintel. The cost of the repair would be \$9,800.00. After discussion, upon motion of Mr. Rynders, seconded by Mr. Fischer, and unanimously approved, the proposal of Jun Construction was accepted. It was also noted that there is pending work by the same company at Station No. 2 for installation of a man door there.

The meeting next turned to the Good of the Order.

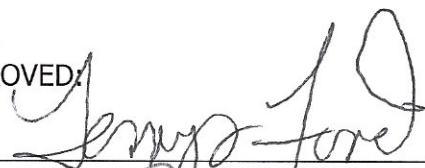
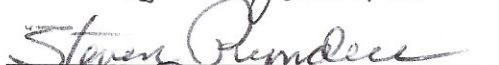
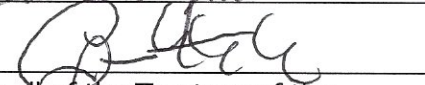
The Board heard from Mr. Estes regarding Station No. 2 and the growth of what may be a fungus or mold on a wall at that station. There was also discussion regarding the need for tuckpointing at that location. He suggested that testing should be performed to find out what the growth is.

The meeting next turned to a discussion of personnel matters in closed session and a motion was made by Mr. Rynders, seconded by Mr. Fischer, and unanimously approved to enter closed session pursuant to Section 2 (c) (1) of the Open Meetings Act. The motion was unanimously approved.

Following the conclusion of the closed session the meeting resumed open session upon motion of Mr. Rynders, seconded by Mr. Fischer, and unanimously approved. The Chair advised that during closed session the Chief's contract and PSEBA benefits had been discussed but no action had been taken in the closed session.

The Chair next called for a motion to recess the meeting until December 19, 2019 at 2:00 p.m. at Station No. 1 to resume discussions regarding the Chief's contract and any other matters to properly come before the Board at that time. A motion was so made, seconded and unanimously approved, the Chair declared the meeting recessed until the foregoing time, date, and location.

  
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Gerard Fischer, Secretary of the  
Board of Trustees

APPROVED:   
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Being all of the Trustees of the  
Godfrey Fire Protection District