

GODFREY FIRE PROTECTION DISTRICT
BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING

On December 27, 2021, the regular meeting of the Board of Trustees of the Godfrey Fire Protection District was held at the Community Meeting Room of Liberty Bank at 3112 Godfrey Road, Godfrey, Illinois pursuant to the regular meeting schedule of the Board.

In attendance were Trustees Fischer, Ford, and Horn. Also present were Fire Chief Cranmer; Fire Commissioners Sherman and Clemons; members of the fire department; Mr. Andrew Allen of the Steck Cooper Insurance Agency; Mr. Don Wojtkowski of Northstar; and legal counsel for the District.

The first item of business to come before the meeting was the annual insurance review presented by Mr. Allen. Mr. Allen provided a written summary of property and casualty coverages; accident & sickness coverages; and pension fund employee dishonesty coverage. He reviewed each of these summaries with the Board. He noted that foam fire suppressants are now excluded from the pollution coverage provided by the carrier. He discussed with the Board adding additional coverage under the liability coverage and he discussed whether the district would continue to provide public employee dishonesty coverage for the pension fund. There was also discussion regarding Builder's Risk coverage in connection with the new station construction and Mr. Allen indicated that he could provide a quote for this coverage in short order. It was noted that construction is projected to commence in August of 2022. Thereafter, Mr. Allen left the meeting with the thanks of the Board.

The Board next heard from Mr. Wojtkowski regarding the status of engaging a construction manager for the new Fire Station Project. He noted that proposals are due by December 30, 2021 and he expects several to be submitted including proposals from Morrissey, Holland, and SM Wilson. He reported that Jun Construction had declined, but that it desires to be included on the subcontractors bid list. There followed discussion regarding the completion of geotechnical site work and the proposals which have been obtained for that service were presented and reviewed. It was noted that one additional proposal for work is pending from SCI and that upon receipt of that proposal, Northstar will be prepared to recommend a provider. There was discussion regarding holding a special meeting of the Board to review the proposals from the parties seeking to be selected as construction manager. Various dates were considered, but it was the consensus that the special meeting would be scheduled after Northstar has completed its review and is prepared to make a recommendation to the Board.

There was also discussion regarding informing the Citizens Advisory and the Project Committees regarding the status of the selection process. Thereafter, Mr. Wojtkowski left the meeting with the thanks of the Board.

The Board next took up the minutes of the prior meeting of the Board on November 22, 2021. Upon motion Mr. Fischer, seconded by Mr. Horn, unanimously approved, the Minutes were approved as presented.

The next meeting turned to the Treasurer's Report. Mr. Fischer reported that the General-Emergency & Rescue-FICA-Medicare fund had cash on hand at November 1, 2021 of One Million Four Hundred Ninety-Nine Thousand Nine Hundred Ninety-Four Dollars Seventy Cents, receipts during the month of November of Forty-Eight Thousand Eight Hundred Thirty-Five Dollars Fifty-One cents, and disbursements during the month of One Hundred Sixty-Seven Thousand One Hundred Seventy-Five Dollars Sixty-Four cents leaving a balance at November 30, 2021 of One Million Three Hundred Eighty-One Thousand Six Hundred Fifty-Four Dollars Fifty-Seven cents. He also reported that the audit fund had a balance of Ninety-Six Thousand Three Hundred Five Dollars Twenty-Seven Cents and the insurance fund had a balance of Six Hundred Forty-Seven Thousand Eight Hundred Twenty-Six Dollars Eighty-Four Cents at November 30, 2021 making the total funds of the district on hand at November 30, 2021 Two Million One Hundred Twenty-Five Thousand Seven Hundred Eighty-Six Dollars Sixty-Eight cents. The Treasurer also presented the cash on hand distribution report and the fund designation report. The Treasurer noted that the Board packet contained the Expenditure Report for November 2021 by budget line item; the Audit Fund Financial Statement at November 30, 2021; the Insurance Fund Financial Statement as of November 30, 2021; the Pension Fund Financial Statement as of November 30, 2021; the Bond Project Fund Report as of November 30, 2021; the Agency Fund Account Report as of November 30, 2021; the Tax Receipts and Disbursement Summary through November 16, 2021; and the Receipts & Disbursement YTD Comparison Report as of November 30, 2021, and the Detail-Receipts & Disbursements Report for November 2021. The Treasurer also presented the Warrant Report dated December 27, 2021. Upon motion of Mr. Fischer, seconded by Mr. Horn, and unanimously approved, the Treasurer's Report was accepted as presented.

The meeting next turned to payment of bills. A motion was made by Mr. Fischer, seconded by Mr. Horn, and unanimously approved to pay the bills of the district as they come due in the regular course of business. There was particular discussion regarding the use of

bond funds for payment of the new Chief's vehicle and there was discussion regarding the payment for the Stryker equipment.

The meeting next turned to Board of Fire Commissioners report. There was no report.

The meeting next turned to the Presidents report. There was no report.

The meeting next turned to the Fire Chief's report. The Chief presented his report in written form in the usual manner and reviewed several items with the Board from the report.

The Chief reported that there were 199 calls in November 2021 and that the District stands at 2,350 calls to date for the year.

The Chief advised that VFIS conducted a site visit and there were no adverse findings from that inspection.

The Chief advised that he had met with Mr. Wojtkowski to review the list of items on the Department needs and wants listing which could be included in the building construction.

Under personnel, the Chief advised that he received a retirement notification letter from Fire Department member J D. Wilson with February 11, 2022 as his retirement date.

The Chief reported that there were no COVID-19 cases to report.

Under Grants/Revenue/Donations, the Chief advised that two applications had been submitted for AFG funding. One is a microgrant and the other a vehicle acquisition grant. The Chief advised that a small equipment grant had also been submitted to OSFM for a Lucas 3 CPR device and two Gear Extractors. The Chief indicated that a Firehouse Subs grant application has been submitted in the amount of Sixteen Thousand Dollars for stabilization lifting jacks.

Under Stations/Apparatus/Equipment, the Chief advised that Unit 1400, the new Fire Chief's vehicle had arrived and is awaiting installation of a siren controller so that radio and lighting can be installed. Unit 1410 is at the station with work continuing on its renovation. Unit 1422 is back in service with a couple issues remaining as to which the Chief is conferring with Mac's Fire. Unit 1420 going Mike's for service.

The Chief indicated that an updated quote from Lakeside Roofing had been received.

The cardiac monitors and AEDS should arrive in mid-January.

The Chief continues to review replacements for Firehouse Software.

Chief indicated that work continues on a plan for the replacement of Unit 1450.

Extrication tools have been ordered with a January or February delivery date.

Regarding business inspections, the Chief advised that they are in process.

Under training, the Chief reported that all shifts are completing their annual training and that he is seeking approval for two educational training sessions. One would be for company fire officer training in the May-July time frame with details to be provided later. The second is a trench rescue program in Wilmington, Illinois in May. Tuition is free for both programs. With regards to the trench rescue program, Mr. Ford inquired as to the funding of the attendance cost by the Madison County by the trench rescue team. The Chief advised that he would enquire about this.

The Chief reported that PPE supplies are adequate at this time.

The Chief indicated that he desires to make contact with the first individual on the eligibility list based upon Mr. Wilson's pending retirement. He reported to the Board that the first two candidates are both in or preparing to begin Paramedic training that this time. The Board agreed that an initial contact could be made with these two individuals, but no offer of employment should be put forward as yet.

There was brief discussion regarding new Unit 1400 and addressing the siren controller issue. Mr. Wilson advised that a temporary siren would not work to address the issue with the new vehicle lighting and radio system.

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

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

The meeting next turned to other business.

The Board first took up the roof replacement at station #2. A motion was made by Mr. Fischer, seconded by Mr. Horn, and unanimously approved to accept the bid of Lakeside Roofing subject to the contractor complying with all of the terms and conditions set out in the bid solicitation including adherence to prevailing wage requirements and provision of a payment and performance bond and subject to a contribution by the District of no more than Forty-Two Thousand Dollars and a Forty Thousand Dollar Contribution by the Village of Godfrey.

The meeting next turned to bond issue matters. There were no matters to be taken up.

The meeting next turned to discussion regarding acquisition of the Highway House parcel. The attorney reported that an updated title report has been obtained and there was no change with the only item standing against the property being the demolition lien of the Village of Godfrey which should be released by the Village in connection with the transfer of the property. The attorney noted, however, that the actual transfer title should be deferred until the geotechnical work has been completed on the site. After discussion, a motion was made by Mr.

Fischer, seconded by Mr. Horn, and unanimously approved to proceed with geotechnical work at the Highway House site based upon the determination of Northstar after all proposals have been received.

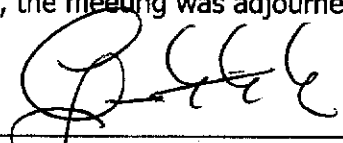
The meeting next turned to construction management services for the new Fire Station Project, and it was noted that this has been discussed earlier in the meeting in the Northstar report.

The meeting next turned to discussion regarding the District's COVID-19 policy. The attorney suggested that two cases pending before the United States Supreme Court which will be heard in January may bear on the establishment of such a policy. It was the consensus to take no further action pending the outcome of those cases.

The meeting next turned to the 2022 Board Meeting Schedule. A proposed schedule had been circulated by the attorney. A motion was made by Mr. Fischer, seconded by Mr. Horn, and unanimously approved to approve the proposed 2022 Meeting Schedule as presented and which the Chief was requested to post at both the fire stations and online.

The meeting next turned to personnel matters and the board heard from Mr. J.D. Wilson regarding his pending retirement. A motion was made by Mr. Fischer, seconded Mr. Horn, and unanimously approved to accept Mr. Wilson's retirement application. There was then discussion with Mr. Wilson regarding his continuation of work as a POC firefighter until various projects in which he is involved are completed. There was also discussion regarding payout of sick leave, compensatory time off, and other similar matters to Mr. Wilson at the time of his retirement. Mr. Wilson was referred to Ms. Eccles at the Hughes firm to discuss those items.

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



Gerard Fischer, Secretary of the
Board of Trustees

APPROVED:

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Being all of the Trustees of the
Godfrey Fire Protection District