

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

On August 24, 2020, the regular meeting of the Board of Trustees of the Godfrey Fire Protection District was held at Fire Station No. 2, 1712 West Delmar, Godfrey, Illinois pursuant to the regular meeting schedule of the Board and meeting location due to the COVID-19 pandemic.

In attendance were Trustees Fischer, Ford, and Rynders. Also present for the meeting were Fire Commissioners Sherman, Cox, and Clemons; Fire Chief Cranmer; members of the Fire Department; members of the public; and legal counsel for the District.

Following the Pledge of Allegiance to the Flag, the Chair called for presentations and announcements. There were none.

The Chair next called for presentation and approval of the Minutes of the meeting held on July 27, 2020. A motion was made by Mr. Rynders, seconded by Mr. Fischer, and unanimously approved to approve the minutes 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 July 31, 2020. The Report reflected cash on hand in the General Fund of \$325,135.17, receipts during the month of \$465,739.93, and disbursements during the month of \$182,604.90 leaving a balance at July 31, 2020 of \$608,270.20. Mr. Fischer also reported the Audit Fund had receipts of during the month of \$2,034.06 and no disbursements leaving a balance at July 31, 2020 of \$97,721.42 and that the Insurance Fund had receipts of \$50,234.69 in the month with disbursements during the month of \$10,971.42 leaving a balance in the Insurance Fund of \$575,577.09 at July 31, 2020. The Report also contained the Cash On Hand Distribution Report and the Fund Allocation Report. Mr. Fischer noted that in addition to the Financial Statement, the Board Packet also contained the breakdown of receipts for the General Fund for the month of July and year to date; the Budget Line Item Expenditure Report for the month of July and year to date; the Audit Fund Financial Statement as of July 31, 2020; the Insurance Fund Financial Statement as of July 31, 2020; the Pension Fund Financial Statement as of July 31, 2020; the Agency Fund Account as of July 31, 2020; the Tax Receipts Summary and Disbursements Report through July 20, 2020; the Receipts & Disbursements YTD Comparison Report for July 2020; and the Detail- Receipts & Disbursements Report for July 2020.

Thereafter, upon motion of Mr. Rynders, seconded by Mr. Fischer, and unanimously approved, the Treasurer's Report was accepted as presented.

Mr. Ford reported that during the month funds which had been collected for Fire Department Member Luke Warner had been distributed to him at his request in the amount of \$56,727.78 and that the account which had been established at Carrollton Bank has been closed. Mr. Ford also reported that the rescue account set up by the Village of Godfrey at Carrollton Bank has been closed and the funds in that account, \$2,067.09, were withdrawn to be applied as part of the payment on the new rescue pumper vehicle. He reported that additional funds at CNB Bank would also be withdrawn and applied to the payment on the new rescue pumper vehicle. It was noted that the Foreign Fire Insurance Tax Board has made a commitment of funds to purchase the vehicle and will be meeting to approve the issuance of funds for that purpose.

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

The meeting next turned to the Board of Fire Commissioners Report. Mr. Sherman reported that the Board had met prior to the District Board meeting with the intent of finalizing the promotional eligibility list, however, due to incomplete submission of preference point applications, the approval of the final list will be deferred to a later date.

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 presented his report in written and oral form in the usual manner.

The Chief reviewed the call report for the month and noted in particular that each mutual aid had been provided to the QEM District in connection with the Dow Church fire.

Under personnel, the Chief confirmed that promotional testing for the ranks of Assistant Chief, Captain, and Lieutenant have been conducted with final approval awaiting the application of preference points.

With regard to stations/ apparatus/ equipment, the Chief noted that a revised quote for mold remediation at Station No. 2 had been received. He advised that the new KME apparatus is scheduled now for inspection in September with delivery thereafter. He reported that the new rescue truck had been delivered and the shell and bed slide have been installed with

graphics to be scheduled in the near future. He advised that Mr. Hamberg will be ordering tires for Unit 1471 and that the donation of new wheels for Unit 1410 has been cancelled due to lug studs being of different sizes on the vehicles involved. He reported that pump testing is scheduled for September. Unit 1410 has been placed on social media to offer that unit for sale, but, as yet, there have been no offers submitted. The Chief advised that a price needs to be set for Unit 1452 at this time with the plan being to place that unit on the market on September 1, 2020. The Chief advised that the QEM District is apparently interested in the truck. Mr. Hamberg and the Chief suggested a price range of between \$6,000 and \$8,000 for the market value of the truck.

Under grants/ revenues/ donations, the Chief advised that the award to the District of the AFG Federal Grant for a \$176,820 project to replace SCBA units is underway. He also advised that Illinois American Water Company has awarded a \$1,000 annual grant to the District which will be used for hose and nozzles.

Business inspections are currently on hold due to the COVID-19 pandemic.

Yearly training is underway subject, however, to COVID-19 restrictions.

Under special notes, the Chief advised that the Illinois Department of Public Health had extended the District's ALS waiver for a one-year term.

He advised that badges for promotions are in and that he is waiting the delivery of helmets.

The Chief reviewed with the Board the continuing restrictions with regard to public access to the fire stations and steps being taken to protect members of the department to COVID exposure. The Chief confirmed that he is making a record of all the expenses related to the COVID-19 situation at this time.

With regard to action items, the Chief noted the "red truck" maintenance items identified on the apparatus report and indicated that a sale price for unit 1452 needs to be established.

With regard to repairs, the Chief advised that a new fuel injector had been installed on Unit 1400 at a cost of approximately \$600 and that at that time, the firm doing the repairs had identified other work which needs to be performed on the truck in the near term.

The Board next turned to action items regarding the Chief's Report and by consensus it was agreed that the Unit 1452 pricing would be set at \$7,000.

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 discussed the inspection and delivery of the new KME unit. The Chief confirmed that a notice had been received from KME for an inspection in Pennsylvania on September 14, 2020 by representatives of the District. There was discussion regarding the participation in that inspection trip. The Chief suggested that Mr. Hamberg and Mr. Wilson along with the Chief make that inspection trip. There was discussion regarding other possible attendees including a member of the Board of Trustees. There was discussion regarding transportation to Pennsylvania and the use of air travel versus automobile. The Chief indicated that he would follow up with regard to logistics and attendance which will be at the expense of KME. There was discussion regarding the actual delivery of the apparatus to the District and Mr. Hamberg indicated that it would likely be the latter part of September since the truck will be driven from Pennsylvania to Litchfield for dealer installed items to be placed on the truck prior to its actual delivery to the District. There was discussion regarding arrangements for funding of the purchase at the time of the delivery.

The Board next discussion the mold remediation at Station No. 2. Mr. Fischer indicated that a revised proposal had been received from the contractor who had been contacted regarding the remediation and that the price of the work had increased to \$12,905.23 by reason of prevailing wage requirements. There was discussion regarding the timing of the remediation and the need to perform other work, including roof repairs, and the installation of kitchen cabinets as a part of the project. After further discussion, a motion was made by Mr. Rynders, seconded by Mr. Fischer, and approved by Mr. Rynders and Mr. Fischer with Mr. Ford voting no to approve the revised quote for mold remediation work at a cost of \$12,905.23. A motion was then made by Mr. Rynders, seconded by Mr. Fischer, and unanimously approved to move ahead with the purchase of cabinets for the project.

The Board next turned to discussion regarding the selection of the architect for the bond issue project. Mr. Ford indicated that he had several questions with regard to these scope of work which had been proposed by FGM, the architect selected by the Board for the work. He will forward those questions to the attorney for submittal to the architect and with a meeting to be scheduled thereafter.

The meeting next turned to the discussion of bond issue matters. There were no matters to be discussed at this time.

The meeting next turned to discussion regarding the Carrollton Bank loan for the financing of the KME apparatus. It was noted that the loan has been approved and that contact with the bank indicated that it will be in a position to fund the loan at the time the new truck is delivered.

The meeting next turned to discussion of the refurbishment of Unit 1410. It was noted, again, that the new wheels which were to be donated for the truck are not available due to a lug nut size differential. It was reported that Brighton Auto Body has offered to paint the truck at a cost of \$9,553.21. There was discussion regarding the value of the truck and the advisability of investing further work in the truck based upon the work to be performed and its cost. Mr. Ford suggested that a complete project budget should be assembled by the Department and submitted to the Board so that a determination can be made as to the advisability of the repairs given the value of the truck. Mr. Hamberg indicated that this could be accomplished and that there would be a submittal prior to the next Board meeting.

The meeting next turned to adoption of a resolution regarding the reimbursement of capital expenditures and this was deferred to the next meeting of the Board.

The meeting next turned to a discussion regarding the disposition of excess and surplus equipment. It was indicated that Unit 1420 would be placed on eBay for a two-week period and if that does not result in an offer for the truck which is acceptable to the District, the truck would be placed with Fenton Fire which would proceed with the sale subject to a 10% commission. It was noted that earlier in the meeting a price for Unit 1452 had been approved for \$7,000, however, this was reconsidered and by consensus it was determined that the asking price would be \$7,500. It was noted that Unit 1422 will likely be sold, but is not being placed on the market at this time. Mr. Ford indicated that he had located an outlet for the purchase of old pagers and radios by the District. The Chief will follow up with this item.

The meeting next turned to the transaction with the Village of Godfrey for the funding of the KME apparatus acquisition and real estate transfer. The Attorney gave a report regarding the status of that matter. He advised that he would continue to follow up with the Village attorney in an effort to have that transaction completed in time for the delivery of the new apparatus in September.

The meeting next turned to a discussion of a procurement policy to meet AFG requirements. It was noted that the attorney had prepared a proposed policy and after

reviewing same, upon motion of Mr. Rynders, seconded by Mr. Fischer, and unanimously approved, the purchasing policy was approved as presented.

The meeting next turned to discussion of the procurement of the SCBA Units to be funded by the AFG grant. The Chief reported that preliminary discussions had been held with various vendors and that requirements had been forwarded to the attorney for preparation of a bid package. After further discussion, a motion was made by Mr. Rynders, seconded by Mr. Fischer, and unanimously approved to proceed with the procurement of the SCBA Units.

The Board took up a review of the closed session minutes. The attorney suggested that there were no items in the closed session minutes to be released at this time.

The meeting next turned to the good of the order.

Mr. Fischer indicated that he would be out of the area on September 28, 2020 which is the next meeting date of the Board. Mr. Ford and Mr. Rynders will check schedules to consider rescheduling that meeting.

Mr. Fischer reported that a local business, Claywell Securities, has offered to provide a box lunch for first responders on October 5, 2020 through Alton Sports Tap on a drive-thru basis.

There followed a brief discussion regarding replacement of the Fire Chief's vehicle and the significant repairs needed to that vehicle at this time.

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.

Gerard Fischer, Secretary of the
Board of Trustees

APPROVED:

Being all of the Trustees of the
Godfrey Fire Protection District