

GODFREY FIRE PROTECTION DISTRICT
MINUTES OF THE BOARD OF TRUSTEES

On January 23, 2017, 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 the regular meeting schedule of the Board.

In attendance were Trustees Rynders, Hand, and Ford. Fire Commissioners Cox, Clemons and Sherman were also present. Fire Chief Kambarian, members of the Fire Department, members of the public, and legal counsel for the District were also present.

The Chair called for announcements and presentations. There were none.

The Chair next called for presentation and approval of the minutes of the Board of Trustees for the meeting held on held on December 26, 2016 and upon motion of Mr. Hand, seconded by Mr. Ford, and unanimously approved, the minutes were approved as presented.

The meeting next turned to the Treasurer's Report. The Treasurer presented the Financial Statement for the General-Emergency & Rescue-FICA/Medicare-Audit-Insurance Funds as of December 31, 2016 which reflected cash on hand at December 1, 2016 of \$809,593.41, receipts during the month of \$295,388.77, and disbursements during the month of \$192,236.76 leaving a balance at December 31, 2016 of \$912,745.42. The Treasurer also presented the Cash on Hand Distribution Report and the Fund Designation Report. The Treasurer presented to the Board the December 2016 Expenditure Report by budget line item; the Financial Statement for the Pension Fund at December 31, 2016; the Tax Receipts Summary and Disbursements Report through December 16, 2016; the Receipts & Disbursements YTD Comparison

Report for December 2016; the Detail-Receipts & Expenditures Report for December 2016; the Bank Reconciliation for the Illinois Funds Account for the month ending December 31, 2016; the Illinois Funds Statement for the period December 1, 2016 through December 31, 2016; the Reconciliation Summary for the Liberty Bank Checking Account for the period ending December 31, 2016; the Reconciliation Detail Report for the Liberty Bank Checking Account for the period ending December 31, 2016; the statement for the Liberty Bank Checking Account dated December 30, 2016; the Reconciliation Summary for the Carrollton Bank Money Market (BLDG) Account for the period ending December 31, 2016; the Reconciliation Detail for the Carrollton Bank Money Market (BLDG) Account for the period ending December 31, 2016; and the Statement for the Carrollton Bank Money Market Account dated December 30, 2016. The Treasurer also reported that the District's safe deposit box had been moved from Regions Bank to Liberty Bank and that he had prepared an inventory of the contents of the safe deposit box which will be circulated among the Board and Chief. He noted that there is additional space in the box for other materials if needed. He reported that the Trustees and the Chief currently are the authorized parties to have access to the safe deposit box. Thereafter, a motion was made by Mr. Hand, seconded by Mr. Ford, and unanimously approved, to set the Treasurer's Report as presented.

Mr. Hand moved to pay the bills of the District as same come due in the normal course of business in accordance with the bill payment procedure of the District. Mr. Ford seconded the motion and the motion was unanimously approved.

The Chair next called upon Mr. Sherman for the report of the Board of Fire Commissioners. Mr. Sherman reported that the Board of Fire Commissioners had met prior to the District

Trustees Board meeting and had discussed arrangements for the promotional testing for the rank of Captain and the establishment of a timeline for promotional testing for the rank of Assistant Chief.

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 form in the usual manner.

The Chief reported that there were three major fires during December 2016 including one structure fire and two vehicle fires.

The Chief reported regarding personnel matters and advised that POC Probationary Firefighter Crain had resigned by reason of taking a job in the State of Washington. The Chief also reported that he anticipates POC Probationary Firefighter Craig Kinder will be leaving the Department to take a career firefighter position with the East Alton fire department shortly. He noted that three Probationary POC firefighters remain in training. He reported to the Board that the Assistant Chief promotional list would expire on March 18, 2017 and confirmed that the Board of Fire Commissioners is in the process of establishing a timeline for promotional testing for that rank.

The Chief reported regarding equipment and apparatus matters and advised that Unit 1412 had been returned from Mike's Inc. for work performed there at a cost of in excess of \$8,000.00. The Chief noted that the frame rail matter involving Unit 1412 will be taken up later in the meeting. He requested that red items in the Vehicle Repair Report move forward for correction.

With regard to station matters, the Chief advised that

electrical work at Station No. 1 remains in process and that he is awaiting word from Tycon for a quotation on floor work at Station No. 1.

The Chief reported regarding grants and donations. He advised that application has been made for the IPRF Safety Grant in the amount of \$13,657.00 and that he is awaiting additional turnout year quotes prior to ordering that equipment. He reported on four additional grant applications.

Turning to business inspections, the Chief advised that inspections are complete and that work now involves dealing with noncompliant businesses with the Village of Godfrey.

The Chief reported to the Board regarding the death of Mr. Keith Sanders who was a member of the fire department for 21 years and retired as a Captain. The Chief reported regarding services for Mr. Sanders and participation by the District. He noted that the family designated memorials to be made to the fire department. The family has also donated the death benefit through the Madison County Firefighters Association in the amount of \$1,875.00 to the District for the purpose of funding equipment purchases.

The Chief advised that the Department would be engaging in training and a building burn on January 28, 2017 utilizing a structure on West Delmar donated by Rich Georgewitz.

The Chief reported briefly to the Board regarding issues which have arisen with regard to 911 call problems in areas in Godfrey along the Mississippi River bluff. He advised that he will be attending a meeting in the current week in Wood River of the Madison County Emergency Systems Board. He will ask the Board to address the problem.

The Chief reported regarding training for POC members of the Department to attain qualified status. He advised that a

Fire Apparatus Engineer course could be hosted by the District without charge to its members. The syllabus for the program was included in the Board packet and represents a \$450.00 value to the members. The program would be taught by Firefighter Wilson and there would be some comp time-off incurred to present the course, however, he advised that Firefighter Wilson has agreed to utilize the compensatory time off that he would earn as it is accrued. He advised that some members in the Department are interested in the class and persons from outside the Department could take the class for a fee.

The meeting next turned to the attorney's report. The attorney commented regarding the 911 issue along the Mississippi River bluff area and suggested that additional steps should be taken by the District if the ETSB is unable to correct the problem of receiving and routing 911 calls from that area.

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

The meeting next turned to old business. There was no old business.

The meeting next turned to new business.

The Board next took up discussion on the frame rails on Unit 1412. The Chief presented an update regarding his conversations and e-mail communications with a representative of Spartan Motors. Spartan has agreed to perform work on the frame rails by removal of the truck body at its plant in Michigan. The work would be planned for performance in April when the factory is on downtime. The Chief related follow-up questions submitted by him and responses which he had received from the Spartan Motors representative. He noted that the area between the frame rails is still an issue. After further discussion, upon motion of Mr. Hand, seconded by Mr. Ford, it was agreed

that the truck be sent to Spartan for frame rail repairs as outlined in the e-mail correspondence between the Chief and Spartan's representative and subject to the provision of the additional information requested by the Chief regarding the work to be done. The Chief advised that he would follow-up with Spartan.

The meeting next took up consideration of an Expense Reimbursement Ordinance which had been drafted by the attorney in order to comply with new state law requirements taking effect January 1, 2017. A proposed Ordinance had been submitted to the Board at the prior meeting. After reviewing the Ordinance, upon motion by Mr. Hand, seconded by Mr. Ford, and unanimously approved, the Expense Reimbursement Ordinance was approved as presented.

The Board next took up a review of closed session minutes. The attorney noted that there was only one closed session during 2016 which related to the extension of the Fire Chief's employment contract. He recommended that the minutes be open for that session. Without objection, the Board directed the minutes to be opened.

The meeting next turned to the good of the order. Mr. Ford advised that the Trustees will be attending the Administrative Training Session in mid-February sponsored by the Illinois Association of Fire Protection Districts. He noted that the program was originally scheduled for January but was cancelled due to weather conditions.

The meeting next turned to discussion of personnel matters. It was noted that this included contract discussions with Local 1692. Mr. Ford made a motion that the meeting entered closed session pursuant to 5 ILCS 120/2(c)(2) to consider collective bargaining matters with Local 1692. Mr. Hand seconded the

motion, and the motion was unanimously approved.

Following the conclusion of the closed session, the meeting returned to open session. It was announced that the Board had met to consider a proposal to the firefighters' union and had discussed the proposal with the union's representatives in closed action. No action was taken. Further negotiations were scheduled for February 2, 2017 between Mr. Ford as the negotiator for the District and representatives of the local.

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

Terry L. Ford, Secretary of the
Board of Trustees

APPROVED:

Being all of the Trustees of the
Godfrey Fire Protection District