

GODFREY FIRE PROTECTION DISTRICT
MINUTES OF THE BOARD OF TRUSTEES

On January 25, 2016, the regular meeting of the Board of Trustees of the Godfrey Fire Protection District was held at 7:00 p.m. at the Community Room of Liberty Bank, 3112 Godfrey Road, Godfrey, Illinois pursuant to the regular meeting schedule of the Board.

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

The minutes of the meeting held on December 28, 2015 were presented, and upon motion of Mr. Hand, seconded by Mr. Ford, and unanimously approved, the minutes were approved as presented.

The Treasurer presented his report which included the Financial Statement for the General-Emergency & Rescue-FICA/Medicare-Audit-Insurance Funds as of December 31, 2015. The report indicated a cash on hand balance on December 1, 2015 of \$853,677.19, receipts during the month of \$238,680.00, and disbursements during the month of December of \$208,357.41 leaving a balance at December 31, 2015 of \$883,999.78. The Treasurer also presented the Cash on Hand Distribution Report and the Fund Designation Report. In addition to the Financial Statement, the Treasurer presented the December 2015 Expenditure Report by budget line item; the Financial Statement for the Pension Fund at December 31, 2015; the Tax Receipts and Disbursements Report through December 14, 2015; the Receipts & Disbursement YTD Comparison Report for December 2015; the Detail-Receipts & Expenditures Report for December 2015; the Reconciliation Summary for the Carrollton Bank Money Market

(BLDG) Account for the period ending December 31, 2015; the Reconciliation Detail Report for the Carrollton Bank Money Market (BLDG) Account for the period ending December 31, 2015; the Carrollton Bank Money Market Account Statement dated December 31, 2015; The Bank Reconciliation Report for the Illinois Funds as of December 31, 2015; the Illinois Funds Statement for the period December 1, 2015 through December 31, 2015; the Liberty Bank Checking Account Reconciliation Summary for the period ending December 31, 2015; the Reconciliation Detail Report for the Liberty Bank Checking Account for the period ending December 31, 2015; the Liberty Bank Checking Account Statement dated December 31, 2015; the Reconciliation Summary for the Regions Bank Account for the period ending December 22, 2015; the Reconciliation Detail Report for the Regions Bank Account for the period ending December 22, 2015; and the Regions Bank Account Statement for the period September 23, 2015 through December 22, 2015. After a review of the reports and discussion of same, a motion was made by Mr. Hand, seconded by Mr. Ford, and unanimously approved to accept the Treasurer's Report as presented and to approve all bills for payment in accordance with the usual payment procedures of the District. Mr. Ford noted that it will soon be time to begin the budget process for the next fiscal year. He indicated that he anticipates that the financial picture for the District in the next fiscal year will be tighter and that this will be a continuing trend going forward based on the revenues of the District and its anticipated expenses.

The Chair next called upon the Board of Fire Commissioners for its report. Mr. Sherman reported that the Board of Fire Commissioners had met prior to the meeting of the Board of Trustees, and it has established timelines and procedures for

eligibility and promotional testing. He also reported that the Commissioners have adjusted the rules of the Commission to now award 5 preference points for applicants with a paramedic licensure at the time testing.

The meeting next turned to the President's Report. The President reported that he had no report for the Board.

The meeting next turned to the Fire Chief's Report. The Chief presented his written report in the usual manner. He noted that work continues in conjunction with the Village of Godfrey with regard to code compliance by the HiWay House. Most recently inspection of the proposed fire alarm system has occurred. The Chief indicated he is also working with the Village of Godfrey regarding its occupancy permit procedure to require upgraded smoke detectors in multifamily structures such as the Surrey Court apartments. The Chief noted that he would be submitting an annual report at the next meeting of the Board, however, he did note that call volume was down somewhat in 2015 from the prior year. With regard to personnel, the Chief noted that Firefighter Farmer has attained OSFM Certification in Rope Operations and that the Chief has been appointed to the STARS Regional Hazmat Committee. The Chief advised that he has requested Lieutenant Hamberg to begin pricing the refurbishment of one of the District's KME pumpers and he suggested that work continue on the Red/Yellow apparatus maintenance items in the meantime. The Chief reported regarding the status of various grants for which applications have been made. He advised that the Office of the State Fire Marshal has issued a denial of the District's application for a zero interest loan and OSFM indicated that the District would not qualify for such a loan until all other qualifying districts had received loans. The Chief noted that an AFG grant has been applied for to obtain an

air compressor at Station No. 1 which would involve a grant share of \$1,178 for the District. The Chief reported that applications to Sam's Club Foundation and State Farm Insurance had been denied and that he has applied for a grant through the Phillips 66 Wood River Refinery for EMS equipment. The Chief reported that the 2016 IPRF Grant of \$12,762 had been awarded to the District. He advised that Board regarding planned purchases with those funds. With regard to business inspections, the Chief advised that work continues with respect to certain ongoing violators. The Chief noted that work also continues with the Board of Fire Commissioners regarding eligibility and promotional testing. He asked that the "equipment replacement" fund be utilized to purchase the items of equipment which will be funded by grants in order that line item 30 in the budget will not be exhausted prior to the end of the fiscal year. The Chief noted that a proposed special order is contained in the Board Packet, and he indicated this would be discussed later in the meeting as a separate agenda item. The Chief reported briefly regarding the flood response activities of the Department. He reported that no funds of the District had been expended in connection with the response and that only some compensatory overtime had been utilized. He did report that the Village of Godfrey had incurred a manpower expense of approximately \$10,000 and may have expense for sewer line issues in the range of \$150,000 as a result of the flooding. Mr. Ford inquired of the Chief regarding a breakdown of the allocation of the IPRF grant. The Chief provided that with respect to the Max Fire Box, the turnout gear, and the AED equipment. Mr. Ford noted that the equipment replacement fund is intended to be used for major capital items. The Chief indicated that his request to use that fund would only be on a temporary basis pending

receipt of grant funds. The Board next discussed with the Chief his proposed Special Order regarding firefighter participation in non-compensated training. There was a discussion regarding a communication from Mr. David Wager of the Steck Cooper Agency relaying information from IPRF regarding worker's compensation coverage. After further discussion, it was the consensus that the Special Order should not be adopted.

The meeting next turned to the Attorney's Report. The attorney reported briefly regarding a recent Illinois Supreme Court decision which had abolished the Public Duty Rule. He also reported regarding the IAFFPD Winter Conference and various topics that were discussed at that program and distributed materials from the program to the Board and the Fire Chief.

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. There was no new business.

The meeting next turned to good of the order. There were no items to report.

The Chair inquired as to the need for a closed session. It was noted that there was no need for a closed session at this time.

The meeting next turned to personnel matters in open session.

The Board first discussed revision of the Firefighter Applicant Qualifications as proposed by the Fire Chief to add a requirement for Basic Operations (formerly Firefighter II) certification and to require EMTB at the time of testing. After review and discussion, a motion was made by Mr. Hand, seconded

by Mr. Ford, and unanimously approved, to approve the revision of the application requirements.

The meeting next turned to discussion of District vehicle usage. The President noted that he had observed fire apparatus parked at various locations within the District with the engine running, but no firefighter present. The President suggested that this is not an acceptable practice. There followed a general discussion regarding the circumstances when a fire apparatus of District vehicle could be left running, but unattended, including emergency calls. There was discussion regarding logging the use of vehicles on a continuing basis. A distinction was drawn between a situation involving an emergency call versus a personal matter such as shopping at a grocery store. It was the consensus that vehicles should not be left unattended while firefighters are engaged in personal matters such as grocery shopping. After further discussion, it was agreed that the matter would be left to the discretion of the Fire Chief to address with the members of the Fire Department insofar as logging and vehicle attendance is concerned.

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