

GODFREY FIRE PROTECTION DISTRICT
MINUTES OF THE BOARD OF TRUSTEES

On May 23, 2016, the regular meeting of the Board of Trustees of the Godfrey Fire Protection District was held at the Community Room of Liberty Bank, 3112 Godfrey Road, Godfrey, Illinois at 7:00 p.m. pursuant to the regular meeting schedule of the Board.

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

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

The minutes of the meeting held on April 25, 2016 were presented, and upon motion of Mr. Hand, seconded by Mr. Ford, and unanimously approved, the minutes, including closed session minutes, for April 25, 2016 were approved as presented.

The meeting next turned to the Treasurer's Report. The Treasurer presented his report in the usual manner which included the Financial Statement for the General-Emergency & Rescue-FICA/Medicare-Audit-Insurance Funds as of April 30, 2016 reflecting cash on hand at April 1, 2016 of \$625,103.53, receipts during the month of \$14,080.61, and disbursements during the month of \$171,469.25 leaving a balance at April 30, 2016 of \$467,714.89. The Financial Statement included the Cash on Hand Distribution Report reflecting the various deposits held by the District as well as the Fund Designation Report showing the designation of the various cash holdings of the District. The Treasurer also presented the April 2016 Expenditure Report by budget line item reflecting spending during the month of April and year to date as well as budget line item balance; the

Financial Statement for the Pension Fund as of April 30, 2016; the Receipts & Disbursement YTD Comparison Report for April 2016; the Detail-Receipts & Expenditures Report for April 2016; the Illinois Funds Bank Reconciliation Report as of Marcy 31, 2016; the Illinois Funds Statement as of March 31, 2016; the Reconciliation Summary for the Liberty Bank Checking Account for the period ending April 29, 2016; the Reconciliation Detail Report for the Liberty Bank Checking Account for the period ending April 29, 2016; and the Liberty Bank Statement dated April 29, 2016. These reports were reviewed with the Board and noted as a matter of record. The Treasurer next noted two items which had been adjusted in the reporting including a \$95.00 charge for Association dues to the contingency line item and a charge of \$1,764.17 to Firefighter Tools and Equipment from Rescue/First Aid Equipment. Thereafter, upon motion of Mr. Hand, seconded by Mr. Ford, and unanimously approved, the Treasurer's Report was accepted as presented.

The meeting next took up the approval of bills and a motion was made by Mr. Hand, seconded by Mr. Ford, and unanimously approved, to approve the payment of bills in the routine course of business as same come due in accordance with the payment procedures.

The meeting next turned to the report of the Board of Fire Commissioners. Mr. Sherman reported that the promotional eligibility list for the rank of Lieutenant had been certified by the Board of Fire Commissioners at its meeting prior to the Trustees' meeting. He also noted that a complaint from the Union had been received and addressed and that the Board would be meeting in the following month to further discuss promotional examination and interviewing procedures further.

The meeting next turned to the President's Report. The

President noted the recent favorable press reports regarding the Department which had been published in local media in recent weeks, and he complimented the Chief and Fire Department on those reports.

The Chair next called upon the Fire Chief for his report. The Chief presented his report in written form in the usual manner.

The Chief noted that a nonresident billing had been paid in the amount of \$2,870 of which \$800 will pass to the Brighton Betsey Ann Fire Protection District as a mutual aid responder.

The Chief advised that Captain Wills had obtained his PHRN license and that Firefighter A. Cranmer had achieved his paramedic license. The congratulations of the Board were extended to Mr. Wills and Mr. Cranmer.

The Chief reported briefly regarding the activities of Assistant Chief Bloemker and other members of the Department with regard to the Early Childhood School located across from Fire Station No. 1. He noted that this facility will be closing, and he related to the Board the ongoing relationship of the Department members to that school during the time that it has been operated by the Alton School District at that location.

The Chief reported regarding apparatus repairs including a repair to Unit 1422 which had resulted in an expense of approximately \$5,000 to perform maintenance on brakes and other safety related matters. The Chief reported that Unit 1412 has been identified as having a problem with the frame rails deterioration. The Chief advised that this had been reported to Spartan which is the responsible manufacturer of that portion of the unit. The Chief indicated that it appears this is a manufacturing defect. He noted that the vendor of the truck, Toyne, has been supportive of the District in presenting this

warranty claim to Spartan. The Chief indicated his expectation that it would take a lengthy period of time to repair the unit, particularly if the frame rails have to be fully replaced. He noted that the District has a loan obligation on the truck until 2029.

The Chief reported that he continues to solicit proposals for floor work at Station No. 1. He indicated that the one quotation he had received would not include a warranty and would not be done on a prevailing wage basis which disqualified it from consideration. The Chief requested approval to replace five windows at Station No. 2. He advised that Firefighter Estes would do the work to install the windows.

The Chief advised that the District had received a \$200 donation from Freer Auto Body. The Chief also reported that the grant application to Wal-Mart had been denied.

The Chief advised that business inspections are progressing.

Turning to special notes, the Chief reported to the Board regarding the ResqCPR unit which had been procured by the District and was the subject of television reports by two stations as well as newspaper article.

The Chief advised that acquisition of required ALS equipment and supplies is nearly complete. He advised that the District would apply for an ALS waiver and when that has been granted, the District will obtain the medications utilized by ALS responders.

The Chief next reviewed with the Board the results of an audit performed by the VFIS, the District's insurance carrier. It was noted that the carrier suggests that steps be taken with regard to the radio tower at Station No. 2. There was discussion regarding affixing plates on the tower to prevent

persons from climbing on the tower. The Chief advised that VFIS also recommended obtaining service contracts for annual maintenance, however, he noted that a large part of this annual maintenance work is done by Firefighter Estes or other members of the Department, and it was the consensus that incurring the expense of separate annual contracts is not warranted at this time.

The Chief next reported on the status of the District's extrication gear and failures which had occurred within the recent weeks. The Chief is seeking replacement of that gear.

The meeting next discussed the cost of window replacement at both stations. The Chief advised that the materials cost had been ascertained to be approximately \$190 per window. It was the consensus that the window replacements should occur when tax monies arrive later in the summer. Upon motion of Mr. Ford, seconded by Mr. Hand, and unanimously approved, replacement of the windows at Stations 1 and 2, as needed, was approved with work to occur when tax monies have been received.

The Chair next called upon the attorney who advised there was no separate report.

The Chair next called for public comments. There were no public comments.

The meeting next turned to old business.

The first item of old business was to come before the meeting was adoption of the 2016-2017 Tentative Budget and Appropriation Ordinance. A proposed ordinance was presented. It was noted that the ordinance reflects a \$300,000 deficit which will have to be addressed in the upcoming budget process. A motion was made by Mr. Hand, seconded by Mr. Ford, and unanimously approved, to approve the Tentative Budget as presented. The motion was unanimously approved.

The meeting next turned to new business.

It was noted that the window replacement at Station No. 2 and the floor repair project at Station No. 1 had been discussed earlier in the meeting. Mr. Ford suggested to the Chief that additional information be obtained regarding floor repairs and that a listing of companies doing this type of work be obtained.

The meeting next took up discussion of purchasing a Blue Tooth system in order to enable the firefighters operating at the ALS level to transmit EKG information to the resource hospital. There was a discussion regarding the procedures associated with this and its relation to the proposed change to an ALS level response by the District. The Chief noted that his intent is to implement the ALS response by the District on a gradual basis based upon personnel and scheduling. There was a question regarding the cost of the ALS response level. The Chief advised the supplies are generally restocked by the local hospital and that costs should not be a major issue. In response to a question, the Chief advised that he anticipated that a waiver needed to commence the ALS program would be obtained from the State of Illinois sometime in the fall. After further discussion, it was agreed that this matter would be deferred until the waiver has been received from IDPH.

The meeting next turned to a discussion of extrication gear and failure of the current equipment which had occurred. The Chief related to the Board incidents on April 1 and May 18 where failures had occurred. He reported to the Board that he expected it would require approximately \$40,000 to fund replacement of the extrication equipment. He reviewed with the Board the equipment which is now available on the 1998 KMEs and the 2009 Toyne vehicles. The Chief advised that he had obtained quotations to repair the extrication equipment as well as an

estimate for the purchase of new battery powered units. There was a brief review of the 1998 equipment which is being utilized by the District at this time. After further discussion, a motion was made by Mr. Rynders, seconded by Mr. Ford, and unanimously approved, to replace the pigtails on the 1998 equipment and to take bids within the next 90 days on replacement gear.

The meeting next took up authorization of the issuance of tax anticipation warrants to cover operating expenses of the District pending the receipt of 2015 tax revenues if needed, and a motion was made by Mr. Ford, seconded by Mr. Hand, and unanimously approved as follows:

Resolved, that the Godfrey Fire Protection District borrow up to \$300,000 by issuance of tax anticipation warrants, if needed, to fund operating expenses and, further that the officers of the District are authorized to arrange for tax anticipation warrant issuance and financing for the District in an amount of up to \$300,000 in increments of \$100,000 at prevailing rates of interest upon customary terms.

The attorney was requested to publish a notice regarding the issuance of warrants and to notify local financial institutions.

The meeting next turned to the good of the order. It was reported that there had been a problem with the fire pole at a recent event, but that Mr. Wager of the Steck Cooper Agency had been notified.

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.

Terry L. Ford, Secretary of the
Board of Trustees

APPROVED:

**Being all of the Trustees of the
Godfrey Fire Protection District**