

GODFREY FIRE PROTECTION DISTRICT
MINUTES OF THE BOARD OF TRUSTEES

On June 27, 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.

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

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

The minutes of the meeting held on May 23, 2016 were next presented, 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 May 31, 2016 which reflected cash on hand at May 1, 2016 of \$467,714.89, receipts during the month of \$12,242.00, and disbursements during the month of \$152,288.04 leaving a balance at May 31, 2016 of \$327,668.85. The Treasurer also presented as part of the Financial Statement the Cash on Hand Distribution Report showing the various deposits held by the District as well as the Fund Designation Report. The Treasurer noted that the General Fund reflected deficit of balance \$157,881.90 which is the result of the temporary use of other designated funds to cover operating expenses pending receipt of 2015 tax revenues.

The Treasurer also presented the May 2016 Expenditure Report by budget line item; the Financial Statement for the Pension Fund as of May 31, 2016; the Receipts & Disbursement Report for May 2016; the Detail-Receipts & Expenditures Report for May 2016; the Reconciliation Summary for the Liberty Bank Checking Account for the period ending May 31, 2016; the Reconciliation Detail Report for the Liberty Bank Checking Account for the period ending May 31, 2016; The Reconciliation Summary for the Carrollton Bank Money Market (BLDG) Account for the period ending May 31, 2016; the Reconciliation Detail Report for the Carrollton Bank Money Market Account (BLDG) for the period ending May 31, 2016; the Carrollton Bank Business Premium Money Market Account Statement dated May 31, 2016; and the Liberty Bank Checking Account Statement dated May 31, 2016. The Treasurer also noted as part of his report that the real estate property tax bills have been issued by the County with the first installment of real estate taxes payable on July 7, 2016. Accordingly, he believes that the District should be receiving a distribution of tax receipts shortly thereafter. The Chief noted that a report he obtained from the County indicated that approximately \$176,000 has been paid so far with regard to the District's tax levies. Thereafter, upon motion of Mr. Hand, seconded by Mr. Ford, 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. Hand, seconded by Mr. Ford, and unanimously approved, to pay bills as same come due during the month in accordance with the bill payment procedure of the District.

The Treasurer noted as matter of further information that the District had received a property tax bill for the Airport Road parcel in the amount of approximately \$400.00. Previously,

the amount had been approximately \$20.00 per year. The attorney was requested to proceed with preparation of an application for exemption of the property based on the termination of farming activity on the parcel in the past two to three years.

The Chair next called upon the Board of Fire Commissioners for its report. Mr. Sherman reported that the Commissioners had met prior to the Board of Trustees' meeting and that promotional testing for the rank of Captain would be scheduled for the January/February 2017 timeframe and that eligibility testing is on track for completion in July 2016.

The meeting next turned to the President's Report. Mr. Rynders reported on his attendance at the Annual Conference of the Illinois Association of Fire Protection Districts held in Peoria, Illinois in the prior week. He relayed information received during the Conference and at programs, concerning MABAS; Cornerstone Program funding issues; legislation; and disaster preparation. He also reported on his review of equipment at the Conference Trade Show, including extrication gear, which is currently under consideration for purchase by the District in the upcoming budget. Mr. Rynders indicated that the Conference, overall, had several good programs and was a good training event.

The meeting next turned to the Fire Chief's Report. The Chief presented his report in written form in the usual manner.

The Chief noted that the District had received favorable media coverage with regard to its acquisition of the ResQ CPR device.

The Chief reported that the District had participated in a hazardous materials team drill in Quincy, Illinois through the MABAS system. He advised that the exercise was very beneficial and involved a 24 hour cycle and including engagement with

departments that Godfrey had not previously worked with directly.

The Chief indicated that there was one significant structure fire in the month with a projected loss of \$150,000.

The Chief reported that the written test for eligibility will be held on July 16, 2016.

The Chief reported regarding repairs to stations, apparatus, and equipment including a breakdown of the ice machine at one station which has been repaired; a breakdown of the computer at Station No. 2 which has also been repaired; and breakdown of the phone system which has likewise been repaired. He also reported that Lieutenant Hamberg continues to seek pricing for the refurbishment of one of the two KME pumpers. At this point two vendors and KME are working on proposals with the plan at this point being a refurbishment of Unit 1422 with 1410 to remain as a reserve unit.

The Chair next reported to the Board regarding the status of the frame rail problem with Unit 1412. He reported that Spartan Motors had issued an email that day indicating that Spartan does not consider the flaking off of the powder coat on the frame rails to be a warranty issue and recommended that the District seek a vendor for recoating. A vendor has been contacted, however, the vendor indicates that taking the suggested step would not correct the problem. It was noted that a technician from Degel Truck had also indicated to the Department that the frame rail deterioration was necessarily due to a manufacturing defect and not to corrosion as suggested by Spartan. The Chief was requested to ask the technician for a written report of his opinions. It was noted that the Wood River Fire Department has the same truck and has not had this issue. The Chief indicated that the concern with deterioration

of the frame rails is that it will eventually cause them to fail well prior to the expected useful life end of the apparatus. There was discussion regarding the potential cost of correction and it was noted that a complete disassembly of the truck may be required. Mr. Hamberg was requested to place his observations in the form of a written report to be supplied to the attorney. It was agreed that Spartan would be informed that its rejection of the warranty claim is not acceptable to the District.

The Chief reported that work continues to proposal for floor replacement or repairs at Station No. 1 although locating a Prevailing Wage qualified contractor for this work is proving difficult.

The Chief reported regarding other equipment issues including his request for the installation of brackets in District fire apparatus to allow additional air packs to be available at incidents. He projects the cost at approximately \$500.00.

The Chief also requested approval for replacement of the cutting blades on the 2009 extrication equipment. He noted that Rescue Tech had recently inspected the 2009 equipment and ascertained that there were gouges in the piston housing which were allowing leakage to occur. This had been submitted as a warranty claim to the manufacturer.

The Chief advised that the District had been awarded an AFG grant for an air compressor for Station No. 1 in the amount of \$24,750.00. The District share of that project cost would be \$1,178.00. It was noted that steps will need to be taken to bid out the acquisition of the compressor.

The Chief noted that the Woodman family had funded the acquisition of an additional ResQCPR unit for the District. He noted that there was favorable media coverage of that donation.

The Chief advised that the ALS waiver application has been submitted to the Illinois Department of Public Health and that the medications have been received by the EMS director which will allow the District to operate at the ALS non-transport level when the wavier is received.

The Chief reported that the Department has had several demonstrations of extrication equipment to replace the 1998 vintage gear. He indicated that the Amkus unit had been sold for \$4,500.00 and that the District had received a payment of \$940.00 from a hazardous materials incident. He asked the Board to authorize the use of those funds to make repairs to the 2009 extrication unit.

The Chief advised that Captain Wills is eligible to attend a Lead Instructor course in O'Fallon at a cost of \$395.00. The completion of this course would provide one Lead Instructor on each of the District's work shifts.

The Chief reported that the Department is undertaking a review of communication capabilities and identification of deficiencies. When that assessment has been completed, he will report further to the Board.

The Chief requested approval for Lieutenant Estes and Firefighter Farmer to attend a "Nozzle Forward" class in Peoria, Illinois in August at a cost of approximately \$500.00 for travel, hotel, and meals. He noted that there was no course expense because the two firefighters had already attended a prior class in this program.

The Chief reported that the Department would be participating with the Village of Godfrey Parks Department for an event at Glazebrook Park on August 3, 2016 as a back to school event.

In response to a question, the Chief advised that Rescue

Tech has again been engaged to perform routine maintenance on the extrication gear. He indicated the cost would be approximately \$1,200.00 per year. He reported that this service had been discontinued in 2010 or 2011, but that he had reinstated it following the development of performance issues with the units.

Thereafter, the Board took up the Chief's request for the installation of brackets for air packs and upon motion of Mr. Ford, seconded by Mr. Hand, and unanimously approved, the Chief was authorized to proceed with the installation of the brackets as requested at a cost of approximately \$500.

The meeting next turned to further discussion of repairs to the 2009 extrication gear. Mr. Ford suggested that the sale of the Amkus unit and the receipt of the spiller payment should be deposited to the general fund without a specific identification as to their use. There was discussion regarding the cost of repairs. The Chief indicated that the new blades for the cutter would cost approximately \$1,000.00 while a new power unit would be an expense of about \$5,000.00. After further discussion, it was the consensus that the range to repair the 2009 unit would be from \$4,000 to \$6,000. After further discussion, a motion was made by Mr. Hand to purchase the replacement blades at a cost of approximately \$1,000.00 at this time with further repairs to be based upon a repair proposal submission by the Chief at the next meeting of the Board taking into account the likelihood of purchase of a new set of extrication gear in the near term. The motion was seconded by Mr. Ford, and was unanimously approved.

The Board next took up the request of the Chief for Captain Wills, Lieutenant Estes, and Firefighter Farmer to attend training events and a motion was made by Mr. Hand, seconded by

Mr. Ford, and unanimously approved to approve these requests.

The Board next discussed with the Chief bidding requirements for the new compressor and the attorney circulated materials regarding the requirements under Section 11k of the Fire Protection District Act. The Chief advised that he would commence work on a template of requirements for the unit.

Thereafter, the meeting turned to the Attorney's Report. The attorney reported briefly regarding a pending item of legislation which will require the District to adopt a travel/expense reimbursement policy. It was noted that this will likely take effect January 1, 2017. He also reviewed with the Board House Bills HB229 and HB4501, both of which deal with the authority of county boards to abolish units of local government. It was noted that because the Godfrey Board is elected rather than appointed, these laws should not apply to the District. There was also discussion regarding HB5610 which has been passed by the General Assembly and is awaiting action by the Governor. This bill would give the Fire Chief additional enforcement authority under the Fire Investigation Act.

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

The meeting next turned to old business.

The Board discussed the 2016-2017 Budget. It was noted by the Treasurer that this would be the subject of a hearing in July. He indicated that in order for the budget to balance, it would again be necessary to include an operating loan in the budget. He indicated that the budget will be very close in the new fiscal year.

The Board next took up the tax anticipation warrant solicitation which had been issued following the last meeting. The Treasurer noted that a proposal had been received from

Carrollton Bank. The Treasurer advised that he felt it would not be necessary to anticipate funds prior to the receipt of property tax revenues this year.

The Board next turned to a discussion regarding replacement of extrication gear, and it was noted that this had been discussed at length under the Fire Chief's report.

The meeting next turned to new business.

The first item of new business to come before the meeting was the adoption of the Annual Prevailing Wage Determination and upon motion of Mr. Ford, seconded by Mr. Hand, and unanimously approved, the Annual Prevailing Wage Determination Ordinance was adopted.

The meeting next turned to the annual appointment of a member to the Board of Fire Commissioners, and upon motion of Mr. Hand, seconded by Mr. Ford, and unanimously approved, Mr. Sherman was reappointed to the Board of Fire Commissioners for a three year term.

The Board next took up the AFG grant award, but it was noted that this had been discussed earlier in the meeting under the Fire Chief's report.

The Chief noted under the Good of the Order that one POC firefighter is on leave until July 6, but that he had participated in the boot drive and is an active participant.

It was noted that there were no personnel matters to be considered for closed or open session.

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**