

GODFREY FIRE PROTECTION DISTRICT
MINUTES OF THE BOARD OF TRUSTEES

On September 26, 2016, the regular meeting of the Board of Trustees of the Godfrey Fire Protection District was held in 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 Hand, Ford, and Rynders. Fire Chief Kambarian; Fire Commissioners Cox, Sherman and Clemons; Mr. Mike Yurjec of Spartan Motors; Mr. David Wager of the Steck Cooper Agency; members of the Fire Department; members of the public; and legal counsel for the District were also present for the meeting.

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

The Chair next called for a departure from the usual order of business listed on the agenda to allow Mr. David Wager of the Steck Cooper Agency to address the Board regarding the annual insurance review. There was no objection. Mr. Wager proceeded to circulate his written report which included a schedule of the coverages which the District currently has in place for property, portable equipment, general liability, management liability, automobile, umbrella, accident and sickness, worker's compensation, and Pension Board bonding. These coverages were reviewed with the Board and the Fire Chief. Mr. Wager noted that VFIS had performed a loss control review with the District and had made recommendations which the Chief had previously communicated to the Board. Mr. Wager advised that there have been some added coverages since his last report including a glass brokerage deductible waiver for buildings, member's residence deductible coverage, an increase in the HIPAA

coverage, an injunctive defense limit increase to \$50,000, and an enhancement to the computer liability and privacy crisis management coverage. He noted that there had been no change in the portable equipment or the general liability coverages. There was discussion regarding the limits of liability under the various coverages and the application of the umbrella coverage. Mr. Wager noted that the worker's compensation rate had fallen to the \$9 rate due to fewer claims being filed and that overall premiums appear to be down about \$14,000 to \$15,000 from prior years. Mr. Wager indicated that the renewal on the coverages should be issued by VFIS shortly. He noted that census information for the worker's compensation coverage had been assembled and submitted. The Board thanked Mr. Wager for his report.

Thereafter, the Chair called for a further departure from the usual course of business to hear from Mr. Mike Yurtec of Spartan regarding the Unit 1412 frame rails. Mr. Yurtec explained that he had met in the prior week with the Department and with a representative of Ziebart at Station No. 1 to discuss and consider a resolution of the problem which has developed with the powder coating on the frame rails of Unit 1412. He reviewed the inspection which he had performed and suggested that there had been no structural damage sustained by the apparatus. He noted there was heavy surface corrosion and that Spartan is proposing to have surface repairs performed by Ziebart to correct the deterioration. He indicated that while this work would not restore the frame rails to fully normal condition it would stabilize the surface condition, and, in the absence of a structural issue at this time, should address the problem. He noted Ziebart would require an annual maintenance inspection of the frame rails throughout the life of the truck.

Repairs to the frame rails would occur in St. Charles, Missouri at the Ziebart location with a three day repair period expected. Following Mr. Yurgec's presentation of the Spartan proposal, the Board discussed various issues with him including the continuation of the existing limited warranty on the frame rails which Mr. Yurgec confirmed would not be voided by the repair work being proposed. In response to a question, he indicated that it would be the Department's responsibility to see that the annual maintenance is performed and noted that there would be an expected cost of about \$100 per year for those inspections which, according to the Ziebart representative, could occur at the District rather than in St. Charles. In response to a question about a loaner apparatus while the repairs are being made, Mr. Yurgec indicated Spartan is not prepared to take that step and that it has no apparatus available for short term usage. There was a question concerning payment of the annual maintenance fee by Spartan and Mr. Yurgec indicated a three to four year timeframe would be acceptable for Spartan. The Board also heard from Fire Department member Ben Hamberg who indicated that he has some reservations about the efficacy of the steps being taken by Spartan with regard to repairing the frame rails, but he concurred that the District should allow Spartan to take this approach to ascertain if it will address the problem. Following further discussion, a motion was made by Mr. Ford, seconded by Mr. Hand, and unanimously approved to approve permitting Spartan to have the frame rails on Unit 1412 repairs by Ziebart in St. Charles, Missouri in accordance with the proposal of Ziebart that the frame rails would be scraped, power washed, sanded, and have rust inhibitor and a coating applied to them which work would be at the expense of Spartan and that, thereafter, there would be annual inspections of the unit's

frame rails by Ziebart and that Spartan would absorb the expense of the annual inspections and repairs for a period of five years following the initial work. The attorney was requested to prepare an appropriate documentation to memorialize the agreement with Spartan and to submit that to Mr. Yurgec. The Board thanked Mr. Yurgec for his efforts to resolve the matter.

The Chair next called for a return to the usual order of business and presentation of the minutes of the special meeting of the Board of Trustees held on September 10, 2016. 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. Mr. Ford presented the Treasurer's Report in the usual fashion which included the Financial Statement for the General-Emergency & Rescue-FICA/Medicare-Audit-Insurance Fund as of August 31, 2016. The reported indicated cash on hand at August 1, 2016 of \$693,487.23, receipts during the month of \$83,184.38, and disbursements during the month of \$122,090.94 leaving a balance at August 31, 2016 of \$654,580.67. The Treasurer gave the Cash on Hand Distribution Report showing the holdings of the District by institution and amount, and he presented the Fund Designation Report showing the allocation of the District's monies by designation. The Treasurer also presented the August 2016 Expenditure Report by budget line item; the Pension Fund Financial Statement as of August 31, 2016; the Tax Receipts Summary & Disbursement Report through August 29, 2016; the Receipts & Disbursements YTD Comparison Report for August 2016; the Detail-Receipts & Expenditures Report for August 2016; the Detail-Receipts Expenditure Report for August, 2016; the Illinois Funds Bank Reconciliation Report for the month ending August 31, 2016; the Illinois Funds Statement for the period

August 1, 2016 through August 31, 2016; the Reconciliation Summary for the Liberty Bank Checking Account for the period ending August 31, 2016; the Reconciliation Detail Report for the Liberty Bank Checking Account for the period ending August 31, 2016; the Reconciliation Detail Report for the Liberty Bank Checking Account for the period ending August 31, 2016; and the Statement for the Liberty Bank Checking Account dated August 31, 2016. These items were reviewed with the Trustees. The Treasurer also reported that he had received the annual Tax Increment Finance Report for fiscal year 2016 from the Village of Godfrey for the fiscal year ending March 31, 2016. Thereafter, a motion was made by Mr. Hand, seconded by Mr. Ford, and unanimously approved, to accept the Treasurer's Report as presented.

The meeting next turned to payment of bills. Mr. Hand moved that the bills be paid in the normal course of business in accordance with the usual payment procedures of the District. Mr. Ford seconded the motion and the motion was unanimously approved.

The meeting next turned to the report of the Board of Fire Commissioners. Mr. Sherman reported that there was no report from that body.

The meeting next turned to the President's Report. The President advised that there was no report.

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

The Chief reported to the Board concerning a structure fire at 309 St. Charles Drive.

Turning to personnel, the Chief commended Fire Department members Ringering, Hamberg, Dennison, Farmer, Elder, and Hawkins

for their successful cardiac arrest resuscitation using the RESQ CPR unit on August 2nd. He also recognized Assistant Chief Cranmer and department members Ringering, Wills, Hamberg, Haegelle, Farmer, Elder, and Dankenbring for the successful delivery of a baby boy on September 10, 2016 despite complications in the delivery. The Chief advised that a new POC selection process has begun and that information sessions are scheduled during October.

With regard to stations/apparatus/equipment, the Chief advised that repairs have been made to Unit 1410 and it has returned to service. The anticipated cost of those repairs is \$5,000.00. Other vehicle repairs were discussed.

The Chief advised that the department continues to remove skim coating from the bay floor at Station No. 1 as it deteriorates. Efforts continue to obtain proposals for correcting the problem. Tycon has looked at the floor and should be providing a quotation. The Chief advised that a second firm which does coatings has not examined the floor at this time to his knowledge.

The Chief next reported to the Board regarding roof repairs at Station No. 1 and Station No. 2. He reviewed with the Board options which included the traditional patch and mop repairs which would have a cost of approximately \$5,000.00 each and the alternative of a rubber roof installation which would have a cost of between \$20,000.00 per building and \$26,000.00 per building depending upon whether insulation is installed as well as a membrane roofing system. The Chief indicated that he estimates there would be savings of approximately \$15,000.00 to the District over time if the rubber roofing were installed. There was further discussion among the Board members and upon motion of Mr. Hand, seconded by Mr. Ford, and unanimously

approved, the Chief was authorized to proceed with work by Jourdain Roofing to have the roofs patched and mopped at this time.

The Chief reported that the new windows have been installed at Station No. 2. The work was done in-house by Mr. Estes.

The Chief reported regarding grants applied for and the denial of a grant application made to Walmart. The Chief noted that the bids for the breathing air compressor which is to be funded primarily by a federal grant had been received. He recommended acceptance of the Banner Fire bid subject to two change orders being made to remove installation work from the bid and removing the trade-in from the bid. A motion was made by Mr. Ford, seconded by Mr. Hand, and unanimously approved to that effect and the Chief was authorized to proceed on that basis. The Chief advised that he will be seeking a 2016 AFG Grant for a micro grant to fund rescue equipment unless there is objection from the Board. There was no objection from the Board to the submission of the application.

The Chief advised that business inspections continue.

The Chief noted as a matter of information that the HiWay House had its fire alarm and phone system restored minutes before a shutdown of the hotel would have occurred.

The Chief reported that the cutter blade had been installed on the extrication tool.

The Chief advised the Board that the Department plans to have its ALS level of service in place by the date of the Department's open house on October 8. He indicated that the Department will have capability to transmit 12 leads to the participating hospitals at no additional monthly expense to the District. Tablet computers will be used for this purpose.

The Chief reported briefly regarding his trip to the Zoll

Resuscitation Lab and advised that he will be meeting with the EMS Coordinator and medical director for the District to discuss the information he had obtained.

The Chief advised that the District had received \$700.00 in donations in memory of Kyle Steiner and he proposes to use the funds from the donations to procure lifesaving equipment. Without objection, the Chief's proposal was approved.

The Chief advised that he is requesting Board approval for a request to Illinois American Water for the installation of three new fire hydrants on Brecht and Ridgebrook.

The Chief advised that he and firefighter Dennison had completed the OSFM Juvenile Firesetter Specialist Intervention Program at the Belleville Fire Department. He indicated that firefighter Dennison will be instituting an intervention program at the District level.

The Chief requested the permission of the Board to proceed with the annual POC uniform purchasing by meeting with each member and assessing that person's particular need. There was no objection.

The Chief next entertained questions from the Board. Mr. Ford inquired of the number of POC applicants and the Chief advised there were approximately 15 with additional information sessions to be held. In response to a further question from the Board, the Chief advised that he was not aware of an annual allotment of fire hydrants for installation by Illinois American Water Company at the request of the District, but that typically his operating assumption has been 10 annually.

The Board next took up the installation of fire hydrants as requested by the Chief and upon motion of Mr. Ford, seconded by Mr. Hand, and unanimously approved, the following resolution was adopted:

RESOLVED, that the Godfrey Fire Protection District request

Illinois American Water Company to install fire hydrants at the following locations within the Godfrey Fire Protection District:

- One hydrant at the cul-de-sac on Brecht Lane;
- One hydrant across from 4821 Brecht Lane;
- One hydrant at the cul-de-sac on Ridgebrook Lane.

The meeting next turned to the Attorney's Report. The attorney advised that the certificate of tax exemption had been received for the 5-acre tract owned by the District on Airport Road from the Illinois Department of Revenue. It was delivered to the Secretary to be placed in the permanent records of the District. The attorney noted that election materials had been provided to the Chief and Secretary and that the notice of availability had been published regarding the April 2017 election for Trustee. The attorney advised that the Pension Fund had received an actuarial report from Mr. Timothy Sharpe. It was briefly reviewed with the Board, and it was noted that this would be circulated among the Pension Fund Board members. The attorney noted that due to changes in actuarial assumptions, one computation made by the actuary would require a \$459,000.00 tax levy for 2016 to fund the Pension. The attorney noted that Captain Ringering has requested the Board's approval to attend the Village of Godfrey Public Safety Committee meeting on October 3, 2016 to discuss possible Village financial support to assist the District. Without objection, attendance at the meeting was approved and the Chief was requested to coordinate this.

The meeting next turned to public comments. There were none.

The meeting next turned to old business. The Chair noted that all items of old business had been addressed elsewhere in the meeting.

The meeting next turned to new business. The Chair noted

that all items regarding new business had been addressed elsewhere in the meeting.

The meeting next turned to the Good of the Order. There was no report.

The meeting next turned to personnel matters. There were no personnel matters.

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