

GODFREY FIRE PROTECTION DISTRICT
MINUTES OF THE BOARD OF TRUSTEES

On January 28, 2019, the regular meeting of the Board of Trustees of the Godfrey Protection District was held in the Community Room at 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, Ford, and Hand. Fire Chief Kambarian; Fire Commissioners Cox, Sherman, and Clemons; members of the Fire Department, members of the public, and district legal counsel were also present.

The Chair first called upon the Fire Chief for presentations and the Chief called forward POC members Ryan Dawdy and Andrew Goeken to be awarded their helmets and badges upon the successful completion of their POC training and testing. The Chief described for those in attendance the effort put forth by Mr. Dawdy and Mr. Goeken in completing the training process and he commended both of them for their performance. The new members were also given a challenge coin from the Firefighters' Association. To conclude the presentation, Mr. Dawdy and Mr. Goeken were administered the oath of office by Board of Fire Commissioner's Chair, Keith Sherman. The congratulations of the Board and those in attendance were then extended to the new members.

The Chair next called for presentation of the previous minutes of the Board of Trustees including the minutes of the regular meeting held on December 26, 2018 and the special meeting held on January 2, 2019. A motion was made by Mr. Hand, seconded by Mr. Ford, and unanimously approved to approve the minutes as presented.

The meeting next turned to the Treasurer's Report. The Treasurer noted that the Financial Statement for the General-Emergency & Rescue-FICA/Medicare-Audit-Insurance Funds as of December 31, 2018 was included in the Board packet in a reformatted form to more clearly show the status of the corporate fund which funds the operating expenses of the District. The Treasurer reported that the general fund had a cash on hand of at December 1, 2018 of \$545,825.48, receipts of \$179,839.83 during the month, and disbursements of \$151,485.11 during the month leaving a balance in the general fund at December 31, 2018 of \$574,180.20. The Treasurer also reported that the audit fund had a balance at December 31, 2018 of \$88,085.21 and that the insurance fund had a balance of \$479,645.46. The Cash on Hand Distribution Report for all funds was presented along with the General Fund Designation Report. The Treasurer noted that it would be necessary for the previously designated funds for

the building and equipment replacement to be used to fund operating expenses due to the financial condition of the general fund. The Treasurer also advised that the Board packet contained December 2018 Expenditure Report by budget line item reflecting expenditures for the month of December as well as fiscal year to date expenditures by budget line item along with remaining line item budget; the Audit Fund Financial Statement as of December 31, 2018; the Insurance Fund Financial Statement as of December 31, 2018; the Pension Fund Financial Statement as of December 31, 2018; the Tax Receipts Summary and Disbursements Report through December 18, 2018; the Receipts & Disbursements YTD Comparison Report for December 2018; the Detail-Receipts & Disbursements Report for December 2018; the Reconciliation Summary for the Carrollton Bank Money Market (BLDG) Account for the period ending December 31, 2018; the Reconciliation Detail Report for the Carrollton Bank Money Market (BLDG) Account for the period ending December 31, 2018; the Statement for the Carrollton Bank Money Market Account as of December 31, 2018; the Reconciliation Summary for the Carrollton Bank Rescue Fund Account for the period ending December 31, 2018; the Reconciliation Detail Report for the Carrollton Bank Rescue Fund for the period ending December 31, 2018; the Carrollton Bank Statement for the Rescue Fund Account as of December 31, 2018; the Reconciliation Detail Report for the CNB Bank Rescue Fund for the period ending December 31, 2018; the Statement for the CNB Bank Rescue Fund Account as of December 31, 2018; the Illinois Funds Bank Reconciliation Report for the month ending December 31, 2018; the Illinois Funds Statement for the period December 1, 2018 through December 31, 2018; the Reconciliation Summary Report for the Liberty Bank Checking Account for the period ending December 31, 2018; the Reconciliation Detail Report for the Liberty Bank Checking Account for the period ending December 31, 2018; and the Liberty Bank Checking Account Statement for the period ending December 31, 2018. The Treasurer also indicated that the Warrant Report for the period December 20, 2018 through January 28, 2019 was contained in the Board packet. Thereafter, a motion was made by Mr. Hand, seconded by Mr. Ford, and unanimously approved to accept the Treasurer's Report as presented.

A motion was made by Mr. Hand, seconded by Mr. Ford, and unanimously approved to pay the bills of the of the District as same come due during the course of business in accordance with the regular bill payment procedure of the District.

The meeting next turned to a discussion of financial matters. The Treasurer noted that he had begun the budget planning process for the next fiscal year commencing May 1, 2019.

He has conferred with the Chief regarding grants and donations as well as other potential funding sources for the District. The Treasurer again noted that it would be necessary to utilize the amounts previously designated for building and equipment in order to fund current operating expenses. The Treasurer requested that budget suggestions be submitted to him for consideration by the Board as the budget is developed. The Treasurer indicated that he expects that the general fund will have approximately \$42,000.00 more in the next fiscal year than in the current year if all tax monies are collected.

The meeting next turned to a report of the Board of Fire Commissioners. Mr. Sherman advised that a special meeting was being scheduled prior to the February Board of Trustees meeting to deal with lieutenant's promotional testing and the possible award of preference points in connection with promotional matters.

The meeting next turned to the President's Report. Mr. Rynders advised that he had no separate report to make.

The meeting next turned to the Fire Chief's Report. The Chief noted that he had made a written report which was contained in the Board packet.

The Chief reported that since his last report, there were 166 calls of which 126 were rescue/EMS calls. There were no major structure fires during the period.

The Chief called upon Assistant Chief Cranmer who was present and reported to the Board regarding his progress following knee surgery. Likewise, the Chief called upon Assistant Chief McBride who was also present for a status report on his medical condition. The Board wished both of these members well in their recovery processes.

The Chief again congratulated POC Firefighters Ryan Dawdy and Andrew Goeken on earning their badges.

The Chief reported that Firefighter Blackford had attended the Fire Service Institute Winter Fire School. Mr. Blackford, who was present at the meeting, advised that the class on fire investigation was worthwhile.

The Chief reported on the resignation of POC Firefighter Tommy Bird. He advised that Mr. Bird will be joining the Alton Fire Department as a career firefighter. Best wishes were extended to him.

The Chief reported that the new garage door opener for Station 2 had been installed.

The Chief reported that grant applications remain pending and that the 2017 AFG funded extrication equipment had been received. The Department is waiting on mounting brackets for the equipment.

The Chief reported that the Department is preparing for 2019 business inspections within the Village of Godfrey.

The Chief advised that during January he had provided training to all four shifts of telecommunicators in the Madison County Sheriff's Office on the NO-NO-GO Method of cardiac arrest recognition.

The Chief advised that the District has been accepted as a participant in the Madison County Firemen's Association Bingo program and that signup sheets for February 10, 2019 are posted at both stations.

The Chief indicated that he would be holding a meeting with the POC membership regarding the draft POC Points Policy which had previously been proposed in order to address modifications to that proposed policy.

The Chief reported that he plans to release the 2018 Annual Report in the month of February, but that he had run response numbers which indicate that there was a reduction of the use of the fire pumpers for calls and an increased use of the rescue vehicles.

The Chief requested authorization to address "red truck maintenance items" and noted that this would include batteries for Units 1422 and 1472; repairs to Unit 1410 which is cranking slow; repairs to the pump for Unit 1460; and repair of an oil leak in Unit 1450. The Chief advised that Unit 1471 should be returned from repair work any day.

The Chief requested approval for two standard operating procedures concerning apparatus response and uniform policy.

The Chief requested that consideration be given to the dedication of nonresident fee revenues to an apparatus replacement fund.

The Chief reported that he would request that the 2019 IPRF safety grant of \$10,867.00 be applied to personal protective equipment.

The Chief informed the Board that the Troy Fire Protection District has a 1997 Pierce Pumper that it will be disposing of at some point in the near term and that he had been contacted by the Troy District regarding Godfrey's interest in the truck.

Without objection, the Chief was given authorization to have the "red" items on the District's fire apparatus repaired.

Upon motion of Mr. Ford, seconded by Mr. Hand, and unanimously approved, the Board accepted the two standard operating procedures as proposed by the Chief.

The Treasurer noted that dedicating funds for apparatus replacement is a good idea, but that at the present time, all revenues would be needed to fund ongoing operations.

Upon motion of Mr. Ford, seconded by Mr. Hand, and unanimously approved, the Chief was authorized to proceed with the expenditure of the IPRF safety grant in the manner in which he proposed for personal protective equipment.

Without objection, the Chief and Mr. Hamburg were authorized to inspect the Troy Fire Protection District truck to ascertain if there would be interest in placing a bid on it.

Mr. Hamburg was given authorization to purchase filters for the fire apparatus prior to January 31, 2019 in order to take advantage of a sale price which would save approximately \$200.00. The total cost will be approximately \$800.00.

The meeting next turned to the Attorney's Report. The attorney advised that a recent Public Act has eliminated the requirement for the adoption each year in June of a Prevailing Wage Determination for public works contracts let by the District. He noted that this will save some publication and legal expense annually. Any work performed by the District, however, will still be required to comply with Prevailing Wage Act requirements.

The Board next heard from the Chief regarding the status of 2019 apparatus procurement. It was noted that the notice had been published on January 18, 2019 with a bid return date of February 25, 2019. The Chief reported that all vendors from the prior letting had been notified and that Rosenbauer has indicated it would not be bidding. He anticipates that Alexis and Sutphen will be submitting bids.

At the request of the attorney review of closed session minutes was deferred to the next meeting of the Board.

The meeting next turned to the Good of the Order and Mr. Ford was recognized. Mr. Ford indicated that he had planned to attend a Meet & Greet for new legislative members in Springfield on the following Wednesday, but had just received word that the event was cancelled due to weather. He advised that he had participated in a teleconference with New York and Georgia fire service organizations regarding cancer legislation passed in those states related to paid on call and part time firefighters. He noted that there will likely be a cancer bill introduced in the General Assembly by the Illinois Firefighters Association at some point in the future. There is some concern regarding the impact of any legislation on worker's

compensation premiums. Mr. Ford also reported that he had attended a Board of Directors meeting of the IFFA on the prior Saturday. Mr. Ford advised that he had learned from the Fire Marshal that the OSFM is budgeting for rooms for the Down and Dirty fire training program. This will be subject to appropriation by the legislature.

The meeting next turned to personnel matters. There were no personnel matters to be taken up.

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