

GODFREY FIRE PROTECTION DISTRICT
MINUTES OF THE BOARD OF TRUSTEES

On November 26, 2018, the Board of Trustees of the Godfrey Fire Protection District held its regular meeting at Liberty Bank, 3112 Godfrey Road, Godfrey, Illinois in the Community Room pursuant to the regular meeting schedule of the Board.

Attending the meeting were Trustees Ford, Rynders, and Hand. Fire Commissioners Sherman, Clemons, and Cox were also present for the meeting. Fire Chief Kambarian, members of the fire department, members of the public, and legal counsel for the District were also present. Representatives of the Healthcare Group, David Wiegand and Jacob Lowry, were present for a portion of the meeting. Representatives of various fire apparatus vendors were also present for a portion of the meeting.

The Chair next called upon the representatives of the Healthcare Group to make a presentation regarding the health insurance program for the full-time members of the Fire Department. Mr. Lowry presented a plan analysis reflecting the current coverage and premium expense, a renewal of that coverage, and other options for health insurance. Mr. Lowry indicated that the renewal date for the coverage is now January 1, 2019. He advised that the current plan is a "grandfathered" plan and that if it is not renewed, the District would not be able to obtain the same type of plan in the open market. The cost per month to the District is approximately \$22,000.00 now and the renewal reflects an increase of 11.79% to \$24,417.36 monthly. Mr. Lowry noted that health insurance cost are generally considered to be increasing at the rate of approximately 1% per month. He then discussed with the Board and those present the alternatives which his firm had obtained on the open market through Blue Cross/Blue Shield and United Healthcare. He also reviewed a policy through National General which would be a hybrid self insurance plan. A second Blue Cross/Blue Shield plan with a smaller network was also reviewed. After his presentation, Mr. Lowry recommended that the District retain its current plan. He next noted that the District's MetLife policy renewal which covers life, vision and dental showed a zero percent increase. The Healthcare Group representatives then presented the 2019 rate structure for the District reflecting 18 employees being included in the plan and the allocation between the District and the employees. Mr. Lowry noted that the cost per employee for employee coverage only was \$600.25. He discussed the inclusion of the "cushion" amount in the allocation to cover any new hires or spousal or family additions to the coverage. This has been computed at \$13,500.00 which is

somewhat below the figure of \$17,000.00 used in the prior year. Mr. Lowry concluded his remarks by again suggesting that the District renew the current coverage.

The meeting commenced with the opening of bids for fire apparatus pursuant to published notice. The Chair called upon the Fire Chief to open and announce the bids. The Chief advised that there were 8 bidders who submitted bids to the District. The bids were opened with the following results:

Alexis	\$448,643.00
Banner	\$452,995.00
Cashion Sutphen	\$466,230.32
Dinges Toyne	\$413,860.00 \$441,096.96
Global Pierce	\$542,797.00
Mac's KME	\$441,100.00 \$482,782.00 \$438,299.00 \$399,995.00
Fast Spartan	\$474,285.00 \$469,785.00 \$489,000.00
Sentinel Rosenbauer	\$470,448.00

After the opening of the bids and the announcement of same, the bids were referred to the Fire Department Truck Committee for review and report back to the Board of Trustees.

The meeting next turned to the presentation of proposals for the financing of the fire apparatus purchase. The attorney advised that two proposals had been received, one from Liberty Bank and one from Carrollton Bank. The terms of the two loan proposals were announced to the meeting and the Chair advised that they would be taken under advisement pending a decision regarding the purchase of an apparatus and financial proposals from apparatus dealers or manufacturers.

The meeting next turned to approval of the minutes of the meeting held on October 22, 2018 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. Mr. Ford presented the Financial Statement for the General-Emergency & Rescue-FICA/Medicare-Audit-Insurance Funds as of October 31, 2018 which reflected Cash on Hand at October 1, 2018 of \$911,369.54, total receipts during the month of \$406,523.94, and disbursements during the month of \$179,033.01 leaving a balance at October 31, 2018 of \$1,138,860.47. Mr. Ford also presented the Cash on Hand Distribution Report reflecting the depository holdings of the District and the Fund Designation Report reflecting the allocation of the cash balance among the various designated and undesignated portions of the District's funds. Mr. Ford also noted that the Board packet contained the October 2018 Expenditure Report by budget line item; the Pension Fund financial statement as of October 31, 2018; the Tax Receipts Summary and Disbursements Report through October 23, 2018; the Receipts & Disbursements YTD Comparison Report for October 2018; the Detail-Receipts & Disbursements Report for October 2018; the Reconciliation Summary for the Carrollton Bank- Rescue Account for the period ending October 31, 2018; the Reconciliation Detail Report for the Carrollton Bank Rescue Fund Account for the period ending October 31, 2018; the Carrollton Bank Statement for the Rescue Fund Account dated October 31, 2018; the Carrollton Bank Statement for the Money Market (BLDG) Account for the period ending October 31, 2018; the Reconciliation Detail Report for the Carrollton Bank Money Market (BLDG) Account for the period ending October 31, 2018; the Reconciliation Summary Report for the CNB Bank Rescue Fund Account for the period ending October 31, 2018; the Reconciliation Detail Report for the CNB Bank Rescue Fund Account for the period ending October 31, 2018; the Statement of the CNB Bank Rescue Fund Account dated October 31, 2018; the Liberty Bank Checking Account Reconciliation Summary for the period ending October 31, 2018; the Reconciliation Detail Report for the Liberty Bank Checking Account for the period ending October 31, 2018; and the Liberty Bank Statement ending October 31, 2018. A motion was made by Mr. Hand, seconded by Mr. Ford, and unanimously approved to accept the Treasurer's Report as presented.

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

The Treasurer next presented a six-month projection which he prepared in consultation with the Hughes firm. He estimates that the District will end the fiscal year with a \$34,000.00

cash balance but that the general fund will be in deficit by approximately \$154,000.00 at that date. He also expects that the District will have a cash deficit of approximately \$400,000.00 in the period from May 2019 through the receipt of new tax funding. He indicated that the District would be forced to use reserve funds to maintain operation of the Fire Department during that period. Mr. Ford suggested that a letter be drafted to the Foreign Fire Insurance Tax Board to request that funds which are held by that Board be transferred to the District for the funding of operational expenses. Mr. Ford also suggested that the Board meet to discuss the staffing structure of the District and that the current union contract be reviewed to ascertain that the District will be in compliance with it in conjunction with any personnel restructuring required. He noted that the only areas of expense where adjustments can be made to the District's expenditures are personnel and health insurance expense. He indicated that the goal of the District is to avoid firefighter layoffs, but this would depend upon financial conditions.

The Board next heard from the Board of Fire Commissioners. Mr. Sherman advised that the Board will be looking at promotional testing for the rank of lieutenant in the near term.

The President advised that he had no report for the Board.

The Chair next called upon the Fire Chief for his report. The Chief noted that he had prepared a written report which is contained in the Board packet.

The Chief reported that there had been 151 calls during October of which 121 were rescue or EMS calls. There were no major fires.

Turning to personnel matters, the Chief requested advice from the District regarding the status of a swing shift person for 2019. He noted that he had advised the career firefighters to hold off on vacation selection pending clarification of this staffing item. The Chief advised that Assistant Chief McBride had been re-hospitalized in the prior week but has now been discharged. He noted that Mr. McBride was awarded the Optimist Club First Responder Award which Captain Wills accepted on his behalf. The Chief extended congratulations to Lieutenant Brian Estes who was voted "Best Firefighter in Madison County for 2018". The Chief advised that two probationary firefighters will take a final practical examination in December and that three POC applicants are in the second phase of the selection of process, however, one of those individuals has sustained an injury which may preclude him from moving forward at this time.

Turning to Stations, Apparatus, and Equipment, the Chief called on Firefighter Hamburg to report regarding equipment condition. Mr. Hamburg indicated there had been no significant change in the status of the District's apparatus, but he advised that 1422 had been determined

to have a steering box defect and that the box is being rebuilt at a cost of approximately \$2,500.00. He noted that the rescue truck repairs had been made with an approximate cost of \$2,200.00 and that unit is now operational. Mr. Hamburg advised there were no new red items to report.

The Chief advised that Jourdain Roofing had done roof repairs at the two stations, but that leaking continues. He is holding the firm's invoice pending correction of the leaks. The Chief advised that a garage door opener is needed for one of the doors at Station No. 2. The condition of the door is now causing a loss of heat. The cost of replacement will be approximately \$2,000.00 and he has requested a quote from Overhead Door for that repair. A motion was made by Mr. Ford, seconded by Mr. Hand, and unanimously approved to proceed with the repair and replacement of the garage door.

Turning to grants, the Chief advised that the AFG grant application had been submitted and that the 2017 grant award for extrication equipment was in the process of completion with the equipment having been ordered.

The Chief advised that business inspections are finishing up.

Under special notes, the Chief recognized Captain Wills as well as other members of the Department for their work in conjunction with the Open House which was held at Station No. 2 in conjunction with fire prevention activities during the month of October. He advised that thank you letters had been sent to the various sponsors and vendors who participated. The Chief commended Firefighters Dankenbring, Wills, and Cranmer for their presentation of the PEPP course. The Chief advised that the Firefighters Association has suspended the use of the Schnucks Cards at this time due to financial circumstances. He also indicated that the Association is planning to have a pancake breakfast fundraiser during 2019. The Chief advised that the POC points will be paid out as earned and that a committee will be meeting to review and revise the points policy for the next cycle. The Chief reported 1-800 BoardUp had submitted a request for proposals which was included in the Board packet. Finally, the Chief stated that he is planning to have a meeting with Sheriff Lakin to address particular matters as outlined in his report. In addition to his written report, the Chief advised that he has prepared two changes in Standard Operating Procedures regarding Apparatus Response Assignments and Daily Work Uniform. Copies of these proposals were presented to the Board by the Chief.

The meeting next turned to the Attorney's Report. The attorney reported there was no separate report.

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

The meeting next turned to old business.

The attorney presented proposed tax levies for 2018. He reviewed the suggested amounts for those levies and the manner in which they were calculated based on the assessed value of the District an applicable rate limits. After reviewing same, upon motion duly made, seconded and unanimously approved, the following resolutions were adopted:

Resolved, that Ordinance No. 18-03 being entitled "An Ordinance Making A Tax Levy For the Godfrey Fire Protection District, In Godfrey Township, Foster Township, Madison County, Illinois and Elsah Township, Jersey County, Illinois, For The General Fund For The Fiscal Year Beginning May 1, 2018 And Ending April 30, 2019" be, and hereby is, adopted.

Resolved, that Ordinance No. 18-04 being entitled "An Ordinance Making A Tax Levy For the Godfrey Fire Protection District, In Godfrey Township, Foster Township, Madison County, Illinois and Elsah Township, Jersey County, Illinois, For The Insurance Fund For The Fiscal Year Beginning May 1, 2018 And Ending April 30, 2019" be, and hereby is, adopted.

Resolved, that Ordinance No. 18-05 being entitled "An Ordinance Making A Tax Levy For the Godfrey Fire Protection District, In Godfrey Township, Foster Township, Madison County, Illinois and Elsah Township, Jersey County, Illinois, For The Annual Audit of Accounts For The Fiscal Year Beginning May 1, 2018 And Ending April 30, 2019" be, and hereby is, adopted.

Resolved, that Ordinance No. 18-06 being entitled "An Ordinance Making A Tax Levy For the Godfrey Fire Protection District, In Godfrey Township, Foster Township, Madison County, Illinois and Elsah Township, Jersey County, Illinois, For The Firemen's Pension Fund For The Fiscal Year Beginning May 1, 2018 And Ending April 30, 2019" be, and hereby is, adopted.

Resolved, that Ordinance No. 18-07 being entitled "An Ordinance Making A Tax Levy For the Godfrey Fire Protection District, In Godfrey Township, Foster Township, Madison County, Illinois and Elsah Township, Jersey County, Illinois, For Rescue Purposes For The Fiscal Year Beginning May 1, 2018 And Ending April 30, 2019" be, and hereby is, adopted.

Resolved, that Ordinance No. 18-08 being entitled "An Ordinance Making A Tax Levy For the Godfrey Fire Protection District, In Godfrey Township, Foster Township, Madison County, Illinois and Elsah Township, Jersey County, Illinois, For Social Security Purposes For The Fiscal Year Beginning May 1, 2018 And Ending April 30, 2019" be, and hereby is, adopted.

Turning to the second item of old business, it was noted that the Chief had reported earlier in the meeting regarding the 2018 AFG grant application.

Mr. Ford inquired of the Chief regarding the submission of an application for apparatus funding through the State Revolving Loan Fund. The Chief indicated that an application had not been submitted for the current year based on prior experience and his having been informed that since the District has a current loan through the program, it would not be considered for an additional loan.

The meeting next turned to new business. There was no new business to come before the meeting.

The meeting next turned to the good of the order.

The Chief gave a brief update regarding Assistant Chief McBride.

Mr. Ford reported to the meeting regarding activities of the Illinois Firefighters Association and the Go Green Clean program which is being sponsored by that organization in an effort to prevent cancer among firefighters. Mr. Ford referenced to the Lavender Ribbon Report which included eleven best practices to avoid cancer exposure. He suggested that the Department undertake to embrace those practices. Mr. Ford also reported that he had attended a program at Southern Illinois University at Edwardsville regarding the new 10 year smoke detector law and requirements of that change. Mr. Ford also reported that he had attended the Midwestern States Firefighters Benefit Summit in Iowa which involved organizations from nine states and dealt with fire service cancer awareness, legislative issues, firefighter injuries, risk assessments, and exposure tracking within the fire service. Mr. Ford also reported that the annual Fire Caucus Legislative Summit of Illinois fire service organizations had been held in the prior month and that the IFFA is supporting a change in state law regarding communities of 5,000 or less which could be required to move from IMRF to an Article A 4 pension fund due to the upcoming census in 2020. He also reported that two members of the Department had attended the Down and Dirty Training Program sponsored by the Fire Service Institute. Mr. Ford indicated that the Winter Fire School would be held in January 2019 and that free rooms will likely be available for that program. He also noted that planning is underway for the June Fire School at FSI.

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

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