

GODFREY FIRE PROTECTION DISTRICT
MINUTES OF THE BOARD OF TRUSTEES

On February 25, 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.

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

The Chair announced that the first item of business to come before the meeting would be the opening of bids for a new fire apparatus. The Fire Chief was requested to open and announce the bids which were as follows:

Global/Pierce	Bid #1	\$406,600.00
Global/Pierce	Bid #2	\$419,000.00
Max Fire & Safety/KME	Bid #1	\$419,495.00
Max Fire & Safety/KME	Bid #2	\$389,950.00
Max Fire & Safety/KME	Bid #3	\$418,195.00
FAST/Spartan	Bid #1	\$419,950.00

The Chief noted that Marion Body had sent a letter indicating it would not be bidding on the apparatus. The President directed the Fire Chief and the Treasurer to review the bids and report to the Board regarding same with a special meeting to be scheduled thereafter to consider action on the bids.

The Chair next recognized the Fire Chief for a promotional presentation. The Chief called forward Firefighter Chris Dennison who has been promoted to the rank of lieutenant following a vacancy in that rank with the departure of Lieutenant Knezevich on February 1, 2019. Following the pinning ceremony, the Chief called upon Fire Commission Chair Keith Sherman to administer the Oath of Office to Lieutenant Dennison. Congratulations were extended by all of those present to Lieutenant Dennison upon his promotion.

The Chief reported that he would be conducting a special recognition at the next meeting of the Board to acknowledge the efforts of the members of Shift 3 on Valentine's Day in connection with a call which resulted in the saving of a life of a Godfrey resident.

The Chair next called for presentation of the minutes of the meeting of the Board held on January 28, 2019, and upon motion of Mr. Hand, seconded by Mr. Ford, and unanimously approved, the minutes were approved as presented.

The Treasurer was recognized for his report. The Treasurer reported that cash on hand in the General-Emergency & Rescue-FICA/Medicare Fund as of January 1, 2019 was \$574,180.20 with receipts during the month of \$48,949.32 and disbursements during the month of \$124,867.63 leaving a balance in that fund on January 31, 2019 of \$498,261.89. The Treasurer also noted that the Report listed the balances in the Audit Fund and the Insurance Fund making the combined balance of all funds held by the District at January 31, 2019 \$1,063,999.95. The Treasurer also presented the Cash on Hand Distribution Report reflecting the depositories in which the District's funds were held and he presented the Fund Designation Report for the General, Audit, and Insurance Funds. It was also noted that the Treasurer's Report included the Financial Statement for the General/Emergency & Rescue-FICA/Medicare Fund at January 31, 2019; the January 2019 Expenditure Report by budget line item; the Financial Statement for the Audit Fund as of January 31, 2019; the Financial Statement for the Insurance Fund as of January 31, 2019; the Financial Statement for the Pension Fund as of January 31, 2019; the Tax Receipts Summary and Disbursements Report through January 25, 2019; the Receipts & Disbursements YTD Comparison Report for January 2019; the Detail-Receipts & Disbursements Report for January 2019; the Reconciliation Summary for the Carrollton Bank Money Market (BLDG) Account for the period ending January 31, 2019; the Reconciliation Detail Report for the Carrollton Bank Money Market (BLDG) Account for the period ending January 31, 2019; the Statement for the Carrollton Bank Money Market Account as of January 31, 2019; the Reconciliation Summary for the Carrollton Bank-Rescue Fund for the period ending January 31, 2019; the Reconciliation Detail Report for the Carrollton Bank-Rescue Fund Account for the period ending January 31, 2019; the Statement for the Carrollton Bank Rescue Fund Account dated January 31, 2019; the Reconciliation Summary for the CNB-Rescue Fund for the period ending January 31, 2019; the Reconciliation Detail Report for the CNB Rescue Fund Account for the period ending January 31, 2019; the Statement for the CNB Rescue Fund Account at January 31, 2019; the Bank Reconciliation Report for the Illinois Funds Bank for the month ending January 31, 2019; the Investor's Statement for the Illinois Funds Account for the period January 1, 2019 through January 31, 2019; and the Liberty Bank Statement for the Checking Account dated January 31, 2019. 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 next made by Mr. Hand, seconded by Mr. Ford, and unanimously approved, to approve the bills of the District for payment in accordance with the bill payment procedures of the District.

The Treasurer announced that work has begun on the next fiscal year budget and information has been obtained by him from the Fire Chief. He anticipates that the Tentative Budget will be available for adoption at the next regular meeting.

The Chair called upon Mr. Sherman for the report of the Board of Fire Commissioners. Mr. Sherman advised that there had been a rule change made regarding the award of merit points in connection with promotions. He also reported that the lieutenant's promotional examination process is underway and he advised that position descriptions have been approved for update by the Commission and recommended to the Board of Trustees for approval. He noted that changes were made in the position descriptions due to changes in the state certification process and nomenclature as well as new continuing education requirements. He noted that the position description for the rank of lieutenant had not changed. There followed a brief discussion regarding the award of merit points in the promotional process for individuals obtaining paramedic licensure. Mr. Clemons responded to a question from Mr. Ford. Following further discussion, upon motion of Mr. Ford, seconded by Mr. Hand, and unanimously approved, the revised position descriptions were approved as presented.

The meeting next turned to the President's Report. Mr. Rynders indicated that he would be attending the annual Legislative Day event sponsored by the various fire service organizations in Springfield on April 10 and 11, 2019.

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

The Chief advised that the OSHA 300 Report had been submitted electronically based on new requirements issued by the State.

The Chief reported that there was one structure fire during the month with a loss of approximately \$68,000.00. He commented that there was a strong turnout with 17 Department members present at the incident along with Fosterburg which provided mutual aid.

The Chief confirmed his congratulations to Lieutenant Dennison upon his promotion.

The Chief advised that Assistant Chief McBride is improving, and that Assistant Chief Cranmer will be returning for a medical examination on March 19, 2019 and then will hopefully return to duty after an additional month of strength conditioning. The Chief advised that Captain Wills is off duty due to an off-duty injury. He is expected to return the first week of March.

The Chief advised that Firefighter Byrd, a POC member of the Department, had taken a position with the Alton Fire Department.

The Chief advised that he proposes the replacement of windows at Station No. 1 in the spring based upon the recommendation of Lieutenant Estes.

The Chief indicated that there was no new report regarding grants. He noted that the extrication gear funded by a 2017 federal grant has all been obtained other than a portable generator which is currently on backorder. He noted that he had requested the disbursement of the balance of FEMA funds. He is monitoring the grant completion deadline.

The Chief advised that a new POC point program proposal has been prepared and has been circulated among the POC members for review and comment.

The Chief advised that he had been approached by the Bakers and Hale Restaurant regarding the institution of a Queen of Heart's Raffle. Materials were contained in the Board packet about this. There was discussion regarding other organizations which have sponsored such raffles. The attorney noted that such activity would have to be conducted through the Firefighters' Association rather than the District.

The Chief noted the red items for truck repairs included a repair to a windshield on one of the KME trucks and the loss of the water pump on Unit 1460. After discussion, Mr. Hamburg was called upon regarding the water pump repair to the tanker unit. He indicated that the original pump was not a good design and that the tanker now is emptied only by gravity flow which is not a good means to utilize the tanker. There was discussion regarding the use of the tanker and it was noted that it is largely a supplementary unit for the brush trucks and is used approximately ten times in any given year. Mr. Hamburg estimated the cost of replacing the water pump at \$5,000.00 to \$6,000.00. The Board requested that a quote for a replacement pump be obtained.

The Chief advised that Firefighter Elder had withdrawn his request for reimbursement to attend an OSFM Inspector 1 course.

The meeting next turned to the Attorney's Report. The attorney confirmed that his associate had reviewed the question of holding a fundraising raffle and had determined that the district would not have the legal authority to engage in such an activity, but that the Firefighters' Association likely could. There was further discussion regarding the advisability of engaging in this activity given the number of organizations already holding raffles of the type proposed.

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

The meeting next turned to old business.

It was noted that there had been a bid opening earlier in the meeting and that the matter of procuring an additional fire apparatus would await the review of those bids.

The meeting next turned to new business.

The Chair called upon the attorney regarding the review of closed session minutes. The attorney advised that since the last review, they were only closed sessions held with regard to personnel matters relating to two members of the Fire Department. He recommended that those minutes remain closed. Without objection, the Board concurred.

The meeting next turned to the good of the order. There were no comments.

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