

GODFREY FIRE PROTECTION DISTRICT
MINUTES OF THE BOARD OF TRUSTEES

On March 26, 2018, the regular meeting of the Board of Trustees of the Godfrey Fire Protection District was held at 7:00 p.m. at Fire Station No. 2, 1712 West Delmar, Godfrey, Illinois pursuant to the regular meeting schedule and notice of change of location of the meeting previously published.

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

Following the Pledge of Allegiance and roll call, the Chair called upon the Chief for a presentation. The Chief called forward probationary firefighter Daniel Neil for recognition upon the successful completion of his probationary period. Mr. Neil received his badge from the Chief which was then pinned by his father. Mr. Neil was then administered the Oath of Office by Fire Commissioner Chair Sherman. This was followed by the congratulations of those in attendance.

The Chair next called for the presentation of the minutes held on February 26, 2018 and upon motion of Mr. Hand, seconded by Mr. Ford, and unanimously approved, minutes were approved as presented.

The Chair next called for the Treasurer's Report. The Treasurer presented the Financial Statement in the usual manner for the General-Emergency & Rescue-FICA/Medicare-Audit-Insurance Funds as of February 28, 2018. The statement reflected cash on hand at February 1, 2018 of \$870,304.22, receipts during the month of \$32,372.15, and disbursements during the month of \$123,848.53 leaving a cash balance at February 28, 2018 of \$778,827.84. The Treasurer presented the Cash on Hand Distribution Report reflecting the various depositories holding the funds of the District along with the Fund Designation Report. It was also noted that the January 2018 Expenditure Report by budget line item; the Pension Fund Financial Statement as of February 28, 2018; the Tax Receipts Summary and Disbursements Summary through February 13, 2018; the Receipts & Disbursements YTD Comparison Report for February 2018; the Detail-Receipts & Disbursements Report for February 2018 were also contained

in the Board packet for the information of the Trustees. 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 approve payment of the bills of the District as same come due in the ordinary course of business in conformance with the District's bill payment procedure.

The Treasurer noted that the preparation of the 2018-2019 fiscal year budget will be forthcoming and he received the requested information and suggestions from the Chief regarding the budget, and a preliminary document should be prepared for the next meeting.

The Chair next called upon the Board of Fire Commissioners for its report. Mr. Sherman reported that there was no report from the Board.

The President next turned to his Report and reminded those in attendance that the Illinois Association of Fire Protection Districts, along with other fire service organizations, would be holding a Legislative Day on April 11, 2018 in Springfield. He urged attendance and involvement.

The meeting next turned to the Fire Chief's Report. The Chief presented his report in written form in the usual manner. He thereafter expounded on various items contained in the report.

The Chief reported on a compliment received by a member of the public regarding Firefighters Elder and Farmer for their professionalism in performing their duties during a February 18, 2018 call.

The Chief advised that the District had one fire during the prior month with significant loss. It was a yard fire that spread into a much larger yard fire that threatened several structures, but the Department was able to prevent the fire from spreading to the structures.

Under personnel matters, the Chief requested support for Assistant Chief McBride whose recovery is ongoing from recent surgery. The Chief noted the earlier recognition of Daniel Neil on completion of his probationary period. The Chief advised the three newest

paid-on-call firefighters have achieved duty status, which came much earlier than has occurred in the past and has enabled them to become involved in daily operations sooner.

The Chief reported regarding apparatus and reiterated that Unit 1412 had been sent to Spartan on January 15. Chief noted that he received a picture from Spartan of the cab going on the frame and everything appears to be moving smoothly, despite some issues with Unit 1412 being discovered by Spartan during its inspection of the truck. The air drier was found to be broken, which will cost approximately \$550 to repair, and the tank to pump valve needs to be rebuilt or replaced, which will cost approximately \$1,000.

Additionally, the Chief reported that Engine 1420, recently purchased from Troy Fire Protection District, is now in service as an emergency reserve firefighting apparatus. The Chief commended Lt. Hamberg for his efforts managing the 1420 project.

Under grant matters, the Chief advised he had nothing to report.

The Chief reported that business inspections are being prepared for May 2018.

The Chief advised that he had been issued a "ticket book" by the Village of Godfrey as the fire code enforcement officer for the Village. The Chief noted that he would be enforcing Village of Godfrey fire code ordinances. The Chief did not know what percentage of any fines collected would be shared with the District for his efforts. The Chief requested guidance from the Board as to whether he should approach the Village on that matter.

The Chief reported that he had been contacted by Cory Davenport, a local reporter, who organizes an annual concert and selects an organization to which proceeds will be donated. The Godfrey Fire Protection District was chosen as the organization for donations, and the concert will be held October 6, 2018. The District will not have to do anything in return.

The Chief reported the next Village of Godfrey regular meeting will be held on April 2, 2018.

The Chief requested authorization for travel expenses, pursuant to the travel policy, for the Chief and Lt. Hamberg to inspect Engine 1412 when it is ready. Spartan should cover most of the costs of travel, but there would be incidentals not covered.

The Chief requested authorization for several purchases including (1) the Engine 1412 repairs as previously discussed, (2) up to \$6,000 to purchase a new method of retaining sensitive District electronic files as the District's server is malfunctioning and near

the end of its useful life. The Chief indicated that a functioning server is critical to ensure the District's files are adequately protected, and (3) replacement section of 5" hose (whether buying all at once or piecemeal).

A motion was made by Mr. Ford, seconded by Mr. Hand, and unanimously approved to authorize the Chief to have 1412 repaired as previously discussed and to move forward with the changes to the District's server, but the Board did not approve purchase of 5" hose replacement sections and it will revisit the matter after the hoses are tested.

The meeting next turned to the Attorney's Report. There was no report.

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

The meeting next turned to old business. There was nothing presented.

The meeting next turned to new business. There was nothing presented.

The meeting next turned to the good of the order. There was no report.

The meeting next turned to personnel matters. Mr. Ford requested that the Board enter into closed session pursuant to Section 2(c)(1) of the Open Meetings Act to discuss a personnel matter involving a member of the Fire Department.

Following the conclusion of the closed session, the meeting resumed open session. It was reported that a personnel matter had been discussed, but no action had been taken.

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