

GODFREY FIRE PROTECTION DISTRICT
MINUTES OF THE BOARD OF TRUSTEES

On April 22, 2019, 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 Rynders, Hand, and Ford. Also present for the meeting were Fire Commissioners Sherman, Cox, and Clemons; Fire Chief Kambarian; members of the Fire Department; members of the public; and legal counsel for the District.

The Chair first called for announcements and presentations and recognized the Fire Chief. The Chief advised that there were two promotions to be awarded to members of the department who were recently advanced to the ranks of lieutenant and captain. The Chief first called forward Firefighter J. D. Wilson who had been promoted to the rank of lieutenant. The Chief recognized Firefighter Wilson for his performance, particularly, in connection with maintenance of the District's vehicles. Following the issuance to Firefighter Wilson of his promotional badge and pinning, the congratulations of the Board and those in attendance were extended to him. The Chief next called up Lieutenant Brian Estes for his promotion to the rank of Captain. The Chief noted that Mr. Estes has been responsible for building maintenance matters and assuring that the station facilities are well maintained. Following issuance of his badge and pinning, the Board and those in attendance recognized and extended their congratulations to Captain Estes upon his promotion. The Chief next called forward Trustee Maurice Hand, Jr. He noted that the April 2019 meeting would be Mr. Hand's last meeting as a trustee of the District and that it completes 42 years of service to the Godfrey Fire Protection District both as a member of the fire department and as a trustee of the District. The Chief presented Mr. Hand with a desk plaque in appreciation of his service. The congratulations of the Board and those in attendance were extended to Mr. Hand for his service.

The Chair next called for presentation and approval of the minutes of the prior meetings of the Board held on March 25, 2019 and April 17, 2019 and upon motion of Mr. Hand, seconded by Mr. Ford, and unanimously approved, the minutes were approved as presented.

The Chair next called upon the Treasurer for his report. The Treasurer presented the General-Emergency & Rescue-FICA/Medicare-Audit-Insurance Funds Financial Statements as of March 31, 2019. The report reflected cash on hand at March 1, 2019 in the General-Emergency

& Rescue-FICA/Medicare Fund of \$385,947.02, receipts in that fund during the month of \$33,687.17, and disbursements during the month of \$185,878.69 leaving a balance at March 31, 2019 of \$233,755.50. The Treasurer also presented the Designation Report for this fund and noted that the undesignated portion of the Fund stands at a negative balance of \$96,003.97 at March 31, 2019. The Treasurer also reported the balances for the Audit Fund and the Insurance Fund. The Audit Fund balance at March 31, 2019 was \$88,763.42 and the Insurance Fund balance was \$465,013.79. The Treasurer noted also that the Board packet contained the Year-To-Date Receipts and Disbursements Summary for the General-Emergency & Rescue-FICA/Medicare Funds through March 31, 2019 for the fiscal year; the March 2019 Expenditure Report by budget line item reflecting monthly and year-to-date spending along with budget line item balance; the Audit Fund Financial Statement as of March 31, 2019; the Insurance Fund Financial Statement as of March 31, 2019; the Agency Fund as of March 31, 2019; the Pension Fund Statement as of March 31, 2019; the Receipts & Disbursements YTD Comparison Report for March 2019; the Tax Receipts Summary & Disbursement Report through March 25, 2019; the Detail-Receipts & Disbursements Report for March 2019; the Reconciliation Summary for the Liberty Bank checking account for the period ending March 29, 2019; the Reconciliation Detail Report for the Liberty Bank checking account for the period ending March 29, 2019; the Liberty Bank checking account Statement for the period ending March 29, 2019; the Reconciliation Summary for the CNB Bank-Rescue Fund Account for the period ending March 31, 2019; the Reconciliation Detail Report for the CNB Bank Rescue Fund Account for the period ending March 31, 2019; the Statement for the CNB Bank Account as of March 29, 2019; the Reconciliation Summary Report for the Carrollton Bank Rescue Fund Account for the period ending March 31, 2019; the Reconciliation Detail Report for the Carrollton Bank Rescue Fund Account for the period ending March 31, 2019; and the Carrollton Bank Statement Rescue Fund Account for the period ending March 29, 2019. Thereafter, upon motion was made by Mr. Hand, seconded by Mr. Ford, and unanimously approved, the Treasurer's Report was approved as presented.

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

The Board next heard from the Treasurer regarding budget preparation. The Treasurer noted that work continues on adjustments to the budget to eliminate the deficit shown in the

tentative budget which had been adopted previously. It was noted that the final budget is planned for adoption at the June Board meeting.

The meeting next turned to the report of the Board of Fire Commissioners. Mr. Sherman advised that the Board had met prior to the District Board meeting and that a rule change has been made at the suggestion of Mr. Clemons. All other matters remain unchanged with regard to Commission business.

The meeting next turned to the President's Report. The President reported regarding his participation in the Fire Service Legislative Day. He noted that the turnout for the event was relatively low, but that he did have the opportunity to speak to a number of legislators about fire protection district legislative issues. He noted that there was particular discussion regarding the various bills related to downstate fire pension fund consolidation efforts.

The meeting next turned to the Fire Chief's report. The Chief presented his report in written form in the usual manner which included his meeting activities and other undertakings during the month of April.

The Chief's report reflected 183 total calls in the period for March 2019, of which 144 calls were for EMS and Rescue. He noted in particular his meeting with Illinois OSHA personnel regarding the March 5, 2019 Culp lane call, his meeting with Emergency Management agencies regarding spring flooding matters, his service as an evaluator for the Alton Fire Department for its captains' test, and Rescue Task Force Training with the Madison County Sheriff's Department at the Alton High School. The Chief advised that more training is planned in this area which involved an active shooter incident. Ten members of the Department participated in the training event along with Alton High School students.

In connection with personnel matters, the Chief again extended congratulations to Department members Wilson and Estes on their promotions as well as to Trustee Hand for his service. He noted that the Department continues to grapple with the loss of Captain Jake Ringering and that assistance to his family continues along with assistance to injured Department member Luke Warner. The Chief reported regarding the status of Firefighter Stratton, Assistant Chief McBride, and Assistant Chief Cranmer. The Chief reported on the current staffing of the Department and overtime incurred and anticipated. The Chief recommended hiring an additional full-time firefighter with a requirement to have or obtain paramedic licensure.

With regard to Stations, Apparatus and Equipment, the Chief advised that he and Department members Hamberg and Wilson will be going to Pennsylvania to meet with KME regarding the new fire apparatus. He reported that a pump needs to be replaced in Unit 1460, and he requested replacement of four windows at Station No. 1 pursuant to the recommendation of Captain Estes.

In connection with Grants, Revenue, and Donations, the Chief advised that an application for an AFG grant for EMS equipment remains pending and that the 2017 grant is presently awaiting ordering of a portable generator which is under recall at this time.

The Chief advised that business inspections would commence in May.

The Chief reported briefly regarding the 4604 Culp Lane incident of March 5, 2019. He advised that the Office of State Fire Marshal had completed its investigation, but is awaiting a report from the Alcohol, Tobacco, and Firearm Agency regarding an electrical report. Following the receipt of that item OSFM will issue a final report. The Chief indicated that he anticipates that the cause of the fire will be listed as undetermined. He noted that Illinois OSHA continues its investigation and that NIOSH, a division of the Centers for Disease Control, would be doing an investigation in the May 16, 2019 through May 21, 2019 time period. This is an optional investigation. The Chief has submitted documentation to that agency previously with regard to the incident.

The Chief reported that donations for Unit 1410 in honor of Captain Jake Ringering are being received. Datatronics and Federal Signal are donating all new perimeter lighting including Fire Ray and Legend LED lighting units and light bars and a 70-inch Allegiant Lightbar with full scene lighting. The donations include installation by the donors. These donations will have a value of approximately \$10,000.00. He also reported that an offer had been received to completely repaint the truck by Pinto's Customs & Collision by Pro Daddy. The Chief expressed thanks to the donors for their contributions in honor of Captain Ringering.

The Chief also thanked members of the Department who have represented the District in connection with awards and donations on behalf of the Ringering and Warner families.

The Chief also expressed thanks to department members Hawkins, Mitchell, and Doughty for attending the walk-thru for Brett Korbes, a member of the Swansea Fire Department who died in a non-line of duty incident. He also expressed thanks to Captain Wills and Firefighter Mitchell for taking a Godfrey pumper to the apparatus procession for Firefighter Korbes.

The Chief expressed thanks to the Godfrey Women's Club for an ongoing annual contribution in memory of Captain Ringering which will be used for ResQPODs.

The Chief expressed general thanks to members of the community for support and assistance to the District and fire department members.

The Chief requested that red items on the truck maintenance list be addressed; that a new pump for Unit 1460 at a cost of approximately \$5,000.00 be purchased; that the four windows at Station No. 1 be approved for replacement; that a donation to BackStoppers for the District's membership in that organization be increased from \$150.00 to \$500.00 annually; and that he be given approval to attend the National Fire Academy Training Course on Leadership and the Culture of Safety. The Chief noted with regard to the National Fire Academy program that other than the cost of meals of approximately \$150.00, all expenses are paid FEMA for this program. The Chief also requested replacement of a suction unit which had disappeared at a cost of approximately \$415.00.

Thereafter, the Board took up the Chief's various requests and a motion was made by Mr. Rynders to replace the pump on Unit 1460. Mr. Hand seconded the motion and the motion was unanimously approved. A motion was made by Mr. Ford, seconded by Mr. Hand, and unanimously approved to approve the Chief's request for the replacement of windows at Station No. 1. A motion was made by Mr. Ford, seconded by Mr. Hand, and unanimously approved to increase the District's annual participation fee in the BackStoppers program in 2020 from \$150.00 to \$500.00. A motion was made by Mr. Ford, seconded by Mr. Hand, and unanimously approved to approve the Chief's request to attend the National Fire Academy Program. A motion was made by Mr. Hand, seconded by Mr. Ford, and unanimously approved to replace the lost suction unit.

The meeting next turned to the attorney's report. The attorney advised that he had reviewed the KME contract and that same had been submitted to the sales representative for review by KME at the corporate level. The attorney also suggested that the Board may want to consider adopting an Active Shooter Incident Policy if the Department is planning to participate in active response to an active shooter incident. The Chief commented that operating procedures would be developed along with police agencies going forward.

The meeting next turned to public comments.

It was noted, preliminarily by Mr. Ford, that comments which had been made by an employee of Beverly Farm at the prior special meeting of the Board had resulted in a contact

from the Executive Director of Beverly Farm who indicated that the individual who spoke at the April 17, 2019 Special Board meeting did not represent Beverly Farm nor did she express the views of Beverly Farm with regard to the matters raised at the special meeting.

The Chair next recognized Ms. Betsy Papin, the Student Council President at Alton High School. Ms. Papin read a statement regarding participation of Alton High School students with members of the Madison County Sheriff's Department and the Godfrey Fire Protection District in an active shooter drill. She described the drill and noted that the District's Fire Department does not have bulletproof vests and ballistic equipment at this time for its Department members' use in an active shooter incident. She also noted that the funding of the department is limited by property taxes and that the District has three very large "customers" it serves including Alton District Schools, Lewis and Clark Community College, and Beverly Farm, none of which pay taxes to the District. Ms. Papin concluded her remarks by informing the meeting at the Alton High School Student Council is offering to donate \$5,000.00 to the Godfrey Fire Protection District Rescue Task Force with the hope it would be used for the purchase of equipment for active shooter incidents. She indicated that an additional \$5,000.00 is needed to acquire this equipment and challenged to other organizations in the community to contribute to this purpose.

The Chair next recognized Tim Botterbush who inquired of Mr. Ford regarding statements he was alleged to have made characterizing members of the Fire Department. Mr. Ford indicated that he did not make the statements as represented at the special meeting held on April 17, 2019.

A question was raised regarding the Board's plans to add firefighters to the Department and the view was expressed that another firefighter should be hired at this time based upon the death of Captain Ringering and the unavailability of three firefighters who are on medical leave. Mr. Ford noted that this will be part of the budget preparation process, but that the financial picture of the District is bleak and it will be a challenge to address personnel costs. A comment in response was that the District is currently incurring overtime cost and that a probationary firefighter would be at a lower expense. There was discussion regarding the cost of the firefighters who have left the department versus the cost of a probationary firefighter. There were comments regarding the timeframe for hiring.

The meeting next turned to old business.

The Chair noted that the matter of the fire apparatus procurement had been previously covered earlier in the meeting.

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. Mr. Ford recognized the District's attorneys for work performed for the District in connection with the line of duty death incident.

The meeting next turned to personnel matters. The Chair called for a closed session to discuss the Fire Chief's contract renewal. A motion was made by Mr. Ford, seconded by Mr. Hand, and unanimously approved to enter into closed session under Section 2(c)(1) of the Open Meetings Act to discuss the renewal of the Fire Chief's contract.

Following the conclusion of the closed session, the meeting returned to open session. The Chair advised that the Chief's contract had been discussed but that no action had been taken during closed session.

The meeting next took up open session personnel matters.

A motion was made by Mr. Ford, seconded by Mr. Hand, and unanimously approved to proceed with an Intergovernmental Agreement arrangement with the Madison County Hazmat Committee for the Hazmat Coordinator position.

A motion was made by Mr. Ford, seconded by Mr. Hand, and unanimously approved to authorize the Chief to proceed with implementation of the revised POC program under Standard Operating Procedure 10-3.

A motion was made by Mr. Ford to extend the contract of the Fire Chief from May 2019 through October 31, 2019 upon the same terms and conditions as the current contract. Mr. Hand seconded the motion. The motion was unanimously approved.

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