

GODFREY FIRE PROTECTION DISTRICT
MINUTES OF THE BOARD OF TRUSTEES

On April 23, 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 of the Board.

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

The Chair called for announcements and presentations. There were no announcements or presentations to be made.

The minutes of the meeting held on March 26, 2018 were presented, and upon motion duly made by Mr. Hand, seconded by Mr. Ford, and unanimously approved, the minutes were approved as presented.

The Chair next called for the Treasurer's Report. The Treasurer presented the Financial Statement for the General-Emergency & Rescue-FICA/Medicare-Audit-Insurance Funds at March 31, 2018 which reflected cash on hand at March 1, 2018 of \$778,827.84, receipts during the month of \$31,911.37, and disbursements during the month of \$202,407.96 leaving a balance at March 31, 2018 of \$608,331.25. The Treasurer gave the Cash on Hand Distribution Report reflecting the various deposits held by the District and the Fund Designation Report. He noted that the undesignated portion of the general fund stood at a deficit position of \$76,381.55 at March 31, 2018 and that other fund categories were being utilized on a temporary basis to fund operating expenses pending receipt of tax revenues. It was also noted that the Board packet contained the March 2018 Expenditure Report by budget line item and remaining line item balance; the Financial Statement for the Pension Fund as of March 31, 2018; the Tax Receipts Summary and Disbursements Report through March 13, 2018; the Receipts & Disbursements YTD Comparison Report for March 2018; the Detail-Receipts & Disbursements Report for March 2018; the Reconciliation Summary for the CNB-Rescue Fund Account for the period ending March 31, 2018; the Reconciliation Detail Report for the CNB-Rescue Account for the period ending March 31, 2018; the CNB Bank Statement for the period March 1, 2018 through March 30, 2018; the Reconciliation Summary Report for the Carrollton Bank

Rescue Fund Account for the period ending March 31, 2018; the Reconciliation Detail Report for the Carrollton Bank Rescue Fund Account for the period ending March 31, 2018; the Carrollton Bank Account Statement dated March 31, 2018; the Reconciliation Summary for the Carrollton Bank Money Market (BLDG) Account for the period ending March 31, 2018; the Reconciliation Detail Report for the Carrollton Bank Money Market (BLDG) Account for the period ending March 31, 2018; the Liberty Bank Account Statement for the period ending March 31, 2018; the Illinois Funds Bank Reconciliation Report for the month ending March 31, 2018; the Illinois Funds Statement for the period March 1, 2018 through March 31, 2018; the Liberty Bank Statement dated March 9, 2018; the Reconciliation Summary for the Liberty Bank checking account for the period ending March 9, 2018; the Reconciliation Summary Detail Report for the Liberty Bank checking account for the period ending March 9, 2018; the Reconciliation Summary for the Liberty Bank checking account for the period ending March 30, 2018; and the Reconciliation Detail Report for the Liberty Bank checking account for the period ending March 30, 2018. The Treasurer suggested it may be necessary for the District to anticipate funds for the current fiscal year and the beginning of the next fiscal year in the event that real estate tax receipts are not forthcoming given the cash position of the District at this time. Thereafter, a motion was made by Mr. Hand, seconded by Mr. Ford, and unanimously approved, to accept the Treasurer's Report 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 pay the District's bills as same come due in the ordinary course of business in conformity with the bill payment procedure of the District.

The Board next took up discussion of the 2018-2019 Tentative Budget and Appropriation Ordinance. The Treasurer noted that the tentative budget had been prepared in draft form for consideration by the Board utilizing estimated figures for beginning cash balance and tax revenues. Various line item adjustments had been made based upon actual expenditures in the current fiscal year. The Treasurer noted that the tentative budget can be changed and would be expected to be changed prior to adoption of the final budget which will occur in June. A motion was made by Mr. Hand, seconded

by Mr. Ford, and unanimously approved to approve the tentative budget and appropriation ordinance for the fiscal year 2018-2019.

There followed a brief further discussion regarding the need for anticipated funds given the deficit position of the District's undesignated funds at this time. Mr. Ford indicated his expectation that it would not be necessary to anticipate through the use of tax warrants this year, however, he requested approval for the issuance of anticipation warrants if needed due to cash flow considerations. A motion was made by Mr. Hand, seconded by Mr. Ford, and unanimously approved to authorize the solicitation for proposals for anticipation warrants and for the District to issue such warrants in such amounts as determined by the Treasurer to be needed by the District to fund operations. The motion was unanimously approved.

The Chair next called for a departure from the usual order of business to discuss personnel matters in closed session. A motion was made by Mr. Hand, seconded by Mr. Ford, and unanimously approved, to enter closed session pursuant to Section 2(c)(1) of the Open Meetings Act for the purpose of discussing personnel matters related to particular members of the fire department.

Following the conclusion of the closed session, the meeting returned to open session. The Chair announced that two personnel matters had been discussed in the closed session, however, no action had been taken on either matter in the closed session.

The Chair recognized Mr. Ford who moved for the approval of the one-year extension of the Fire Chief's contract upon the same terms and conditions as the existing contract with the addition of two floating holidays and four vacation days.

The Chair next called upon the Board of Fire Commissioners for its report. Mr. Sherman reported that the Board of Fire Commissioners had met prior to the Board of Trustees' meeting and had discussed the eligibility testing and employment requirements of the District. It was a suggestion that the residency requirement of the District be revised to be twelve months from the date of hire to correspond to the probationary time period. A motion was so made by Mr. Ford, seconded by Mr. Hand, and unanimously approved. There followed further discussion regarding requiring paramedic licensure by firefighters. There was discussion concerning changing the requirement for new hires to require paramedic status at the time of hire versus attaining the licensure following the

time of hire subject to a refund agreement if a firefighter left the employment of the District within a specified amount of time. There was discussion regarding current membership in the department and the desire of those members to obtain paramedic licensure. The Chief was requested to poll the current department members in this regard and report to the Board.

The meeting next turned to the President's Report. The President reported regarding his attendance at the Illinois Fire Service Legislative Day in Springfield. He noted that multiple bills had been the subject of discussion with legislators and that he had discussions with Representative Bristow, Representative Bradley, and Senator Haine regarding legislative matters. He indicated he had talked with IAFFPD current lobbyist Mr. Vaughn, and his successor, Ms. Bolin.

The meeting next turned to the Fire Chief's Report. The Fire Chief presented his report in the usual written fashion which included daily activity highlights; NFPA experience survey for March 2018; personnel; station/apparatus/equipment; grants/revenues/donations; business inspections; and special notes/requests.

Supplementing his written report, the Chief advised that Firefighter McBride's condition had worsened and that he will be undergoing additional treatment. He reported that Firefighter Dennison had been kicked by a person the District was attempting to aid on an EMS call. He noted the person had been criminally charged and that Firefighter Dennison had sustained no permanent injury from the assault.

The Chief advised that he had spoken with a representative of the Madison County Clerk's office who advised that the Equalized Assessed Value of the District had fallen by approximately \$1,000,000.00 in 2017.

The Chief advised that the District had extinguished a fire at 219 Luella which was of suspicious origin.

The Chief advised that multiple unites have been sent to Mike's Inc. for annual periodic maintenance and Department of Transportation inspection.

The Chief advised that Spartan hopes to have the Unit 1412 repairs completed by May 15 and that he and Firefighter Hamberg will be going to Michigan to inspect the truck.

The Chief reported that Unit 1472 is currently at Tri-County Diesel for repairs likely to be in the range of \$1,500.00 to \$3,000.00 due to emission equipment failures.

The Chief advised the Board regarding pending grant applications including the 2017 AFG grant request for extrication equipment and OSFM small equipment grant application also for extrication equipment and turnout gear. The Chief advised that Walmart requested that an application be submitted for the District's fire truck fund and that application was submitted on April 17, 2017. The Chief advised that a donation from the Godfrey First United Methodist Church for ResQPods and Capnography equipment had been received.

The Chief advised that the 2018 business inspection program is nearly ready to commence. There was discussion regarding the use of fire apparatus in conjunction with those inspections. Mr. Ford suggested that all smaller occupancies be scheduled for inspection first followed by larger occupancy at a later date when Unit 1412 has been returned from Spartan.

The Chief noted that the District will be doing training at the Troy Fire Tower at a cost of \$300.00. This would be utilized by the three new probationary firefighters as well as other members of the Department.

The Chief advised that the District's computer server had failed on March 30, 2018 to run the District's Firehouse Software. It was determined that the server had been "hijacked" in connection with a "bitcoin mining" operation through malware. This required all of the District's files to be backed up. The Chief reported that the administrative files had been transferred to a protected, mirrored network drive and that the District no longer has an inhouse server. The Chief advised that no data had been lost in this process. The Chief advised that he plans to dispose of the previous server by its destruction.

The Chief advised that Firefighter Dennison had withdrawn his request for training expense reimbursement.

The meeting next turned to the Attorney's Report. There attorney reported briefly regarding pending legislative issues including a Bill to change the audit requirements for the District and the annexation of properties to districts which had been assigned by the 9-1-1 emergency telephone system boards throughout the state.

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

The meeting next turned to old business. There was no old business to be taken up by the Board.

The meeting next turned to new business. There was no new business to be taken up by the Board.

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

It was noted by the Chair that personnel matters had been dealt with earlier in the meeting.

Thereafter, 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