

GODFREY FIRE PROTECTION DISTRICT
MINUTES OF THE BOARD OF TRUSTEES

On May 29, 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.

Attending the meeting were Trustees Rynders, Hand, and Ford. Fire Chief Kambarian; Fire Commissioners Sherman, Clemons, and Cox; 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.

The President next called for presentation and approval of the minutes of the Board held on April 23, 2018 and upon motion of 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 as of April 30, 2018 which reflected cash on hand at April 1, 2018 of \$608,331.25, receipts during the month of \$17,727.46, disbursements during the month of \$124,354.91 leaving a balance at April 30, 2018 of \$501,703.80. The Treasurer also presented the Cash on Hand Distribution Report showing the holdings of the District's funds at April 30, 2018 together with the Fund Designation Report for the building, equipment replacement, rescue, insurance, and general fund allocations. He noted that the general fund is at a deficit position of \$188,189.54 at April 30, 2018. The Treasurer also noted that his report contained the April 2018 Expenditure Report by budget line item, fiscal year-to-date expenditures from each line item and monthly spending along with budget line item balance; the Pension Fund financial statement as of April 30, 2018; the Tax Receipts Summary and Disbursements Report through March 13, 2018; the Receipts & Disbursements YTD Comparison Report for April 2018; the Detail-Receipts & Disbursements Report for April 2018; the Reconciliation Summary for the Liberty Bank checking account for the period ending April 30, 2018; the Reconciliation Detail Report for the Liberty Bank checking account for the period ending April 30, 2018; the Illinois Funds Bank Reconciliation Report for the month ending April 30, 2018; the Illinois Funds Statement for the period April 1, 2018 through April 30, 2018; the Reconciliation Summary for the CNB-Rescue Fund Account for the period ending April 30, 2018; the Reconciliation Detail Report for the CNB-Rescue Fund Account

for the period ending April 30, 2018; the CNB Bank & Trust Statement for the period March 31, 2018 through April 30, 2018; the Reconciliation Summary for the Carrollton Bank Rescue Fund Account for the period ending April 30, 2018; the Reconciliation Detail Report for the Carrollton Bank Rescue Fund Account for the period ending April 30, 2018; the Carrollton Bank Account Statement dated April 30, 2018 for the Carrollton Bank rescue fund checking account; the Reconciliation Summary for the Carrollton Bank Money Market (BLDG) Account for the period ending April 30, 2018; the Reconciliation Detail Report for the Carrollton Bank Money Market (BLDG) Account for the period ending April 30, 2018; the Carrollton Bank Statement dated April 30, 2018 for the Carrollton Bank money market (BLDG) account; and the Liberty Bank checking account statement for the period ending April 30, 2018. Thereafter, a motion was made by Mr. Hand, seconded by Mr. Ford, and unanimously approved, to accept the Treasurer's Report as presented.

The Chair next received a motion from Trustee Hand, seconded by Trustee Ford, and unanimously approved to pay the District's bills as same come due in the ordinary course of business in accordance with the District's bill payment procedure. Mr. Ford seconded the motion. The motion was unanimously approved.

The Chair next recognized the Treasurer who discussed the 2018-2019 budget. Mr. Ford noted that the District is beginning the fiscal year with a \$188,000.00 deficit in the general fund. He indicated there were three line items that were over in budgeted amounts for the year. Mr. Ford suggested that it will likely be necessary to reduce some or all line items in the budget by 10-15% in order to balance the budget in the next fiscal year. This would likely apply to all items other than those which are contractually fixed such as collectively bargained items.

The meeting next took up adjustment of line items in the 2017-2018 budget and Mr. Ford made a motion to transfer \$29,090.54 from line item 60, purchase of fire apparatus, to line item 9, firefighter medical insurance in the amount of \$245.71; line item 27, firefighter protective equipment in the amount of \$12,293.05; and line item 32, vehicle repair & maintenance in the amount of \$16,551.78. The motion was seconded by Mr. Hand and was unanimously approved.

The meeting next turned to the Board of Fire Commissioners' Report. Mr. Sherman advised that the Board of Fire Commissioners would be meeting following the Board of Trustees meeting to discuss any changes in eligibility requirements arrived at by the Trustees.

The meeting next turned to the President's Report. Mr. Rynders advised there was no report.

The Chair next called upon the Chief for his report. The Chief noted that he had submitted to the Board his report in written form in the usual manner.

The Chief noted that a tractor trailer fire involving coconut oil had occurred on Interstate 255. He indicated that the department's response to that incident went well and was handled by the department.

Under personnel, the Chief reported that Firefighter McBride would be off-duty until further notice as he continues treatments for bladder cancer. The Chief also reported that Firefighter Lair is on an undetermined leave of absence at this time.

The Chief requested approval to have preventive maintenance performed on the RescueQtec extrication tools at a cost of approximately \$750.00.

The Chief advised that he had received word that Unit 1412 would be commencing its return to the District the following day. He reported that he and Firefighter Hamberg had inspected the vehicle in Michigan and he advised that the frame rail repairs appear to be of good quality. The pump was tested during the inspection and the apparatus was driven over a four hour span of time. No issues were identified. The Chief indicated that the District should anticipate a billing of approximately \$10,000.00 as agreed with Spartan Motors. The Chief suggested it would be approximately one week after the truck returns before it can be placed back in service. The Chief noted that the status of Unit 1420, the reserve vehicle which had been purchased due to the loss of Unit 1412, can now be considered. The Chief indicated that the apparatus could be retained for backup and reserve purposes or for training or it could be sold. If the apparatus is to be used in active structural firefighting it would be need 5-inch hose to be compatible with the District's system. The Chief noted that new wheels and tires had been put on the unit and that, altogether, the District likely has approximately \$15,000.00 invested in the truck.

The Chief noted that Unit 1472 was with Tri County Diesel for repairs.

The Chief advised that the District had received a \$2,000.00 grant from the Walmart Foundation which is to be applied toward a new truck.

The Chief advised that 2018 inspections are underway.

The Chief advised that the training at the burn tower in Troy had been completed.

The Chief reported that he had surveyed the department regarding the interest of members in obtaining paramedic status. Mr. Blackford and two of the POC members have expressed an interest in taking paramedic training. The Chief circulated an agreement between the City of Alton and its Firefighters' union regarding EMS training and licensure requirements. The Chief noted that he had conferred with Donna Long at Lewis & Clark Community College regarding obtaining training for members of the department who desire to attain paramedic licensure through the Illinois Department of Public Health. Currently POC Halliday and POC Byrd are enrolled in paramedic programs.

The Chief reported that fire system upgrades are being undertaken by Lewis & Clark Community College to increase the volume and pressure of its fire suppression water supply. The Chief noted that this followed his discussions with the college regarding the welding building which had been constructed on the campus.

The Chief advised that the Department is in need of four Scott air masks. One mask needs immediate replacement and three will be needed for POC members. There was discussion regarding this request as well as the request of the Chief to have the extrication tools serviced. After discussion, upon motion of Mr. Ford, seconded by Mr. Hand, and unanimously approved, the Chief was authorized to purchase one replacement Scott air mask at this time with the procurement of the three additional masks to occur at a later date following a receipt of tax funds and to have annual service performed on the extrication gear during the month of July. Mr. Hand seconded the motion. The motion was unanimously approved.

The meeting next turned to the Attorney's Report. The attorney reported briefly regarding legislative matters. The attorney also reported that the solicitation for proposals for the issuance of anticipation warrants by the District had been placed for publication in the Alton Telegraph and letters had been sent to local financial institutions soliciting proposals.

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

The meeting next turned to old business. There was no old business.

The meeting next turned to new business.

The attorney requested that the Board approve the credentials and proxy for the 2018 Illinois Association of Fire Protection Districts Annual Conference membership meeting. A motion was made by Mr. Ford, seconded by Mr. Hand, and unanimously approved to approve the credentials and proxy for the annual membership meeting of the Illinois Association of Fire Protection Districts and to designate Mr. Rynders as the proxy of the District should any matter

requiring a nonroutine vote of the membership occur, otherwise, the proxy will be granted as requested by the Association. Mr. Hand seconded the motion. The motion was unanimously approved.

The meeting next turned to the good of the order. The chief discussed with the Board the next meeting of the Village of Godfrey Finance Committee which will be held on June 4, 2018. The Chief advised that he had shared an e-mail with the Board received from Village Trustee Mark Stewart regarding a proposal for financial assistance to the District in the procurement of a new fire apparatus. There was discussion regarding the proposal and the advisability of a member of the Board attending the meeting of the Finance Committee on June 4, 2018. It was noted that if two or more trustees that meeting, a special meeting notice will need to be posted for the Board of Trustees and the attorney was requested to prepare such a notice for posting by the Fire Chief.

The meeting next turned to personnel matters.

The Chief noted that a pending personnel matter is ongoing and that he would be scheduling an informal meeting to seek a resolution of that situation shortly.

The Board next took up the question of residency as an eligibility requirement. It was noted that the current requirement is that newly hired firefighters must establish residency within the District within 18 months of date of hire. There was discussion regarding correlating the probationary period with the residency requirement.

The Board next took up a discussion and consideration of the requirement for paramedic licensure by newly hired firefighters or members of the fire department. There was discussion regarding adding to the preference points in the rules of the Board of Fire Commissioners for paramedic status. It was noted that current rules provide for five preference points for individuals who have paramedic status at the time of eligibility testing. There was discussion regarding increasing the preference points to encourage applicants to have that licensure. There was also discussion regarding establishing a requirement of paramedic licensure at the time of eligibility testing or at the time of hire. Views were exchanged. A POC member of the department noted that if a requirement of paramedic status at the time of testing or hire were established, it would exclude most of the POC department members from being eligible for hire. The Chief noted that under the current requirements of the District the District may require paramedic licensure following hire and the probationary period may be extended in order for a firefighter to obtain that licensure. He noted that based upon the call volume and the type of

calls being responded to by the District, having paramedic licensure going forward will enhance the service capability of the District to the public. Mr. Ford noted that the District is not in a financial position to fund paramedic training for members of the department at this time. It was noted that the current hiring requirements call for persons to have EMT basic licensure at the time of hire. After further discussion, a motion was made by Mr. Hand, seconded by Mr. Ford, and unanimously approved to retain the current eligibility requirements regarding paramedic status and future training requirements as set out in the eligibility requirements as follows:

May be required to attain state of Illinois EMT-paramedic or PHRN license.

In accordance with the state law, the probationary employment period may be extended for a firefighter who is required, as a condition of employment to be a licensed paramedic, during which time the sole reason that a firefighter may be discharged without a hearing is for failing to meet the requirements for paramedic licensure.

A motion was then made by Mr. Ford, seconded by Mr. Hand, and unanimously approved to retain the current requirement for eligibility testing that applicants have EMT-basic or higher licensure in order to qualify to take the eligibility examination and to increase the preference points for applicants with paramedic licensure at the time of eligibility testing from 5 to 14 points. The motion was seconded by Mr. Hand and was unanimously approved.

The Board then returned to the issue of the residency requirement as a condition of employment. After additional discussion, a motion was made by Mr. Ford, seconded by Mr. Hand, and unanimously approved to require that as a condition of employment a firefighter must establish, provide proof of, and maintain primary residency within the Godfrey Fire Protection District boundaries within 12 months of date of hire, provided, however, that the Board, in its discretion, may make exceptions for hardship circumstances and extend the residency time limit to fulfill requirement on a case by case basis.

There being no further, 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