

GODFREY FIRE PROTECTION DISTRICT
MINUTES OF THE BOARD OF TRUSTEES

On August 27, 2018, the Board of Trustees of the Godfrey Fire Protection District held its regular meeting at Liberty Bank, 3112 Godfrey Road, Godfrey, Illinois pursuant to the regular meeting schedule of the Board.

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

The Chair advised that there were no announcements or presentations to be made.

The minutes of the meeting held on July 23, 2018 were presented and upon motion duly made, seconded and unanimously approved, the minutes were approved as presented.

The Chair called upon the Treasurer for his report. Mr. Ford presented the Financial Statement for the General-Emergency & Rescue-FICA/Medicare-Audit-Insurance Funds as of July 31, 2018 which reflected cash on hand at July 1, 2018 of \$334,102.00, receipts during the month of \$545,391.95, and disbursements during the month of \$147,373.50 leaving a balance at July 31, 2018 of \$732,120.45. The Treasurer also noted that the Statement included the Cash on Hand Distribution Report reflecting the depositories in which the funds of the District are held by amount and the Fund Designation Report. Mr. Ford noted that the General Fund remained in a negative balance position of \$4,859.91 at July 31, 2018. Mr. Ford commented that he expects the General Fund to reach a breakeven point in the following month, but that at the current rate of spending, the General Fund would be exhausted on or about February 1, 2019 resulting in a three month period without funding. Mr. Ford also indicated that the Board packet contained the June 2018 Expenditure Report by budget line item, the Pension Fund Financial Statement as of July 31, 2018; the Receipts & Disbursements YTD Comparison Report for July 2018; the Tax Receipts Summary & Disbursements through July 24, 2018; the Detail-Receipts & Disbursements Report for July 2018; the Carrollton Bank-Rescue Fund Reconciliation Summary for the period ending July 31, 2018; the Reconciliation Detail Report for the Carrollton Bank-Rescue Fund for the period ending July 31, 2018; the Carrollton Bank Statement for the Rescue Fund dated July 31, 2018; the Reconciliation Summary for the Carrollton Bank Money Market (BLDG) account for the period ending July 31, 2018; the Reconciliation Detail Report for the Carrollton Bank-Money Market Account (BLDG) for the period ending July 31, 2018; the Carrollton Bank Statement for the Premium Money Market (BLDG) dated July 31, 2018; the

Reconciliation Summary for the CNB-Rescue Fund Account for the period ending July 31, 2018; the Reconciliation Detail Report for the CNB-Rescue Fund account for the period ending July 31, 2018; the statement for the CNB Rescue Fund Account for the period June 30, 2018 through July 31, 2018; the Illinois Funds Reconciliation Report for the month ending July 31, 2018; the Illinois Funds Statement for the period July 1, 2018 through July 31, 2018; the Reconciliation Summary for the Liberty Bank Checking Account for the period ending July 31, 2018; the Reconciliation Detail Report for the Liberty Bank Checking Account for the period ending July 31, 2018; and the Statement for the Liberty Bank Checking Account dated July 31, 2018. Thereafter, upon motion of Mr. Hand, seconded by Mr. Ford, and unanimously approved, the Treasurer's Report was accepted as presented and payment of the District's bills in accordance with the usual payment procedure of the District was approved.

The Chair next called upon the Board of Fire Commissioners for its report. Mr. Sherman indicated that the Board would be meeting prior to the September Board of Trustees meeting to approve the eligibility testing schedule. He reported that five individuals had taken the written examination for eligibility and that oral interviews are scheduled in September.

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

The meeting next turned to the Fire Chief's Report. The Chief presented his report in written form in the usual manner which included meetings attended and report of calls.

The Chief advised that the new Firehouse Software has been installed and is operational.

The Chief reported that there had been 180 calls in the month of July with no major fires.

The Chief reported briefly regarding the medical status of Assistant Chief McBride who is battling cancer at this time. He noted that a benefit is planned in October by Mr. McBride's family and friends.

The Chief advised that an Open House is planned in conjunction with Fire Prevention Week activities in October. The tentative date is October 20, 2018. He advised that the program will be somewhat "toned down" from the prior year due to budgetary considerations, but there will be a meal provided and an opportunity for the public to meet and greet the Department members.

In other personnel matters, the Chief congratulated Fire Department members Dawdy and Prettyman on the birth of their sons. He also congratulated member Chris Stratton for the closing on the new home which he had built in the District.

Turning to equipment matters, the Chief reported regarding a repair to Unit 1422's hydraulic generator. He noted the repair had been accomplished in-house at a cost of approximately \$500.00. This compared to a \$5,000.00 expected outside repair bill. He thanked Wert's Welding for donation of the tank refurbishment on the vehicle. The Chief advised that Unit 1410 now has a new radio. He reported that Unit 1450 has sustained an air conditioner breakdown, however, Mr. Hamburg believes that it is repairable in-house. The Chief noted that this is the most used vehicle of the Department.

Under grant matters, the Chief advised that he will be making application to Illinois American Water for a \$1,000.00 grant which would be used to purchase fire hose. The Chief advised that the Department has conducted evaluations regarding extrication equipment which would be purchased through the AFG grant. He noted that an evaluation of the various products has lead to a recommendation for a battery-operated system. The Chief advised that the appeal to the Office of the State Fire Marshal of the denial of the Small Equipment Grant application had been denied.

The Chief reported that business inspections are in process and that the Department will now be stepping up its efforts with respect to those establishments which have not been cooperative at this point.

The Chief made a request for approval to authorize members Elder and Knezevich to attend the Down and Dirty Firefighting Weekend Program at the Fire Service Institute.

The Chief requested approval to attend a conference in Oakland, California in connection with the future of resuscitation at the end of September. He described the program to the Board and indicated that he has been granted a tuition scholarship of \$500.00 and that there will be no rooming charge for his stay in California. He anticipates airfare of approximately \$500.00 to \$600.00 and a per diem for meals.

The Chief requested approval for the disposal of old personal protective equipment and gear which is no longer usable by the District.

The Chief requested approval for the payment and funding of the clothing allowance for paid on call personnel.

The Chief also requested approval for the purchase of Class A foam.

The Board next took up the various requests by the Chief.

Upon motion of Mr. Ford, seconded by Mr. Hand, and unanimously approved, the request regarding members Elder and Knezevich was approved.

There was discussion regarding the Chief's request to attend the Resuscitation Conference. After that discussion, upon motion of Mr. Ford, seconded by Mr. Hand, and unanimously approved, the Chief was authorized to attend the conference with an expenditure cap for travel and per diem of up to \$1,000.00.

A motion was made by Mr. Ford, seconded by Mr. Hand, and unanimously approved to authorize the Chief to donate or dispose of the outdated personal protective equipment.

A motion was made by Mr. Ford, seconded by Mr. Hand, and unanimously approved to authorize up to \$2,000.00 for the POC clothing allowance with the Chief to administer same as has been the previous practice.

A motion was made by Mr. Ford, seconded by Mr. Hand, and unanimously approved to approve the expenditures of up to \$1,000.00 for Class A foam.

The Board next took up a discussion initiated by Mr. Hand with regard to the "Red" items on the maintenance repair list. Mr. Hand indicated that he had made a comparison of the items on the current list to those one year ago. He noted that there appear to be continuing references to Red items for Units 1410 and 1422 which give the appearance that the repairs that were identified one year ago had not been made. The Chief advised that in some cases the repairs had been made and that a recurrent breakdown had occurred. After extensive discussion, it was agreed that the Chief would review the report with Mr. Hamburg to verify the status of all the red items.

There was a brief discussion regarding the repair or replacement of a rescue saw. The President requested that the Chief ascertain the repair cost versus replacement cost.

Mr. Ford inquired regarding the entry of an item on the maintenance list concerning a siren on one unit and whether that should properly be listed as a Red item in circumstances where the unit has a second operational siren.

The President made inquiry regarding Unit 1452 and the four wheel drive on that vehicle.

The President requested that the Chief develop an estimated cost list for repair of all of the Red items on the listing in the maintenance report for presentation to the Board.

Mr. Ford inquired of the Chief regarding an IPRF Gap Analysis Committee meeting reflected in this report. The Chief related that this was a committee formed by IPRF to review a self-audit program for fire departments and materials related to it. He indicated that new topics had been added to the audit form regarding mental health, cancer, and nutrition. He advised that the company will be circulating a new draft document later which will then be reviewed by the same committee.

The Treasurer noted that the District had discontinued its monthly payment of \$175.00 to the Firefighters Association as of the month of August.

The meeting next turned to the Attorney's Report. The attorney reported regarding the assembly and preparation of materials for the April 2019 Trustee's election. These materials were provided to the Secretary. He also reported on the approval of legislation to allow the continued use of modified cash accounting by the District.

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

The meeting next turned to old business.

The attorney reported that no action had been taken by the Village of Godfrey on the Intergovernmental Agreement for the purchase of a new fire apparatus. It is expected that there will be action taken in September.

The meeting next turned to new business.

The first item of new business involved the review of closed session minutes. The attorney recommended that the minutes currently held on a closed basis so remain at this time. The Board took no action to release any of the closed session minutes based upon this recommendation.

The Board next heard from the Fire Chief regarding the development of requirements for the new apparatus which is expected to be funded through the Village of Godfrey. The Chief advised that a committee has been formed and is working on specifications for such an apparatus. He noted that the committee is alternatively considering a higher end truck with less equipment and fewer features versus a lower end truck with more equipment and features. He expects to have a report at the next Board meeting.

The Board next reviewed materials regarding the extrication gear bid which will be funded utilizing the AFG Grant. A motion was made by Mr. Ford, seconded by Mr. Hand, and unanimously approved to approve proceeding with the solicitation based upon the materials submitted.

The meeting next turned to the good of the order.

The Chief advised that Beverly Farm would be holding a fundraiser for the District on September 29, 2018 in connection with its family weekend program. He requested that at least one trustee attempt to attend the fundraiser on behalf of the District.

The meeting next turned to personnel matters. There were no personnel matters to take up.

There was a brief discussion regarding the disposition of the truck which had been acquired from the Troy Fire Protection District. It was the consensus that the truck would be retained by the District.

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