

GODFREY FIRE PROTECTION DISTRICT
BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING

On September 30, 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 Fischer, Ford, and Rynders. Also present were Fire Commissioners Clemons, Sherman, and Cox; the Fire Chief; members of the Fire Department; members of the public; and legal counsel for the District.

The meeting opened with the Pledge of Allegiance.

Mr. Ford chaired the meeting and Mr. Fischer served as Secretary of the meeting.

The Chair called upon the Fire Chief for announcements. The Chief advised the Board of Fire Commissioners had approved the promotions of three Department members, to wit: Chris Stratton to the rank of Lieutenant; Ben Hamburg to the rank of Captain, and David Bellitto to the rank of Assistant Chief. Each of the members was called forward individually to be recognized and to receive the badges associated with their new rank as well as recognition by those in attendance. The Chief next called forward Assistant Chief Ed McBride who retired from the Department effective July 25, 2019. The Chief related that Mr. McBride began his service with the Fire Protection District on May 29, 1990 as a volunteer. He then became a paid member of the Department on a full time basis on May 15, 1995. His service encompassed 29 years, 1 month, and 26 days of service to the Godfrey community. Assistant Chief McBride was recognized for service to the Department and to the Fire Protection District. He then received the congratulations of each member of the Fire Department, past and present in attendance as well as all others in the audience.

The meeting next turned to presentation and approval of the minutes of the meeting held on August 26, 2019, and upon motion of Mr. Rynders, seconded by Mr. Fischer, and unanimously approved, the minutes were approved as presented.

The Chair next called for the Treasurer's Report. The Treasurer presented the General-Emergency & Rescue-FICA/Medicare-Audit-Insurance Fund as of August 31, 2019 which reflected a balance in the General Fund at August 1, 2019 of \$221,732.41, receipts during the month of \$268,579.00, and disbursements of \$212,232.07 leaving a balance at August 31, 2019 of \$278,079.34 in the General Fund. The Treasurer reported that the Audit Fund had a balance

at August 1, 2019 of \$93,005.53, receipts during the month of \$2,588.91 leaving a balance at August 31, 2019 of \$95,594.44. The Insurance Fund had a balance at August 1, 2019 of \$491,734.76, receipts during the month of \$37,645.45, and disbursements during the month of \$8,479.00 leaving a balance at August 31, 2019 of \$520,901.21. The Treasurer also presented the Cash on Hand Distribution Report showing the deposits of the District and the designated and undesignated allocation of the General Fund. The Treasurer noted that the Board packet additionally contained a report of receipts by budgeted, monthly, and year to date amounts; the August 2019 Budget Line Item Expenditure Report; the Audit Fund Financial Statement at August 31, 2019; the Insurance Fund Financial Statement as of August 31, 2019; the Pension Fund Financial Statement as of August 31, 2019; the Agency Fund Financial Statement as of August 31, 2019; the Tax Receipts and Disbursements Report through August 26, 2019; the Receipts & YTD Comparison Report for August 2019; the Detail-Receipts & Disbursement Report for August 2019; the Reconciliation Summary for the Liberty Bank Checking Account for the period ending August 2019; the Reconciliation Detail Report for the Liberty Bank Checking Account for the period ending August 31, 2019; and the Liberty Bank Statement for the period ending August 30, 2019. A motion was then made by Mr. Fischer, seconded by Mr. Rynders, and unanimously approved to accept the Treasurer's Report as presented.

The President reported that he had been advised by Liberty Bank that on the previous Friday fraudulent checks were being presented at the Bank on the District's checking account. He indicated that it appears a copy of one of the District's legitimately issued checks was copied in some manner and utilized to make additional fraudulent copies of checks which were presented for negotiation at the bank. Law enforcement was notified by the bank and the President indicated he had been in communication with the loss control officer of the bank and was advised that the District will incur no loss by reason of this fraudulent activity, however, it will be necessary for the bank to open a new account. The President called for a motion to open the new account with Liberty Bank and to authorize the officers of the Board as signatories for the account. A motion to that effect was made by Mr. Fischer, seconded by Mr. Rynders, and unanimously approved.

The meeting next turned to approval of bills. A motion was made by Mr. Fischer, seconded by Mr. Rynders, and unanimously approved to approve the payment of the District's bills in accordance with the bill payment procedure of the District as same come due in the regular course of business.

The Chair next called upon Mr. Sherman for the report of the Board of Fire Commissioners. Mr. Sherman indicated that the Board had met prior to the Trustees' meeting and had approved the new Eligibility List, three promotions within the Department, and a promotional testing timeline and study materials.

The meeting next turned to the President's Report. The President advised that he had no report.

The meeting next turned to the Fire Chief's report. The Chief presented his report in written fashion in accordance with his usual procedure.

The Chief reported that there were 186 calls during the month of August of which 149 were rescue/EMS. There were no structure fires.

With regard to personnel matters, the Chief again noted the promotions of Department members Stratton, Hamburg, and Bellitto which had occurred earlier in the meeting. He also recognized Assistant Chief McBride upon his retirement. The Chief advised that Firefighter Luke Warner continues his recovery from recent surgery and that Lieutenant Stratton has returned to full duty status as of September 10. He reported that probationary Firefighter/EMT Naylor is beginning his fourth week at the Illinois Fire Service Institute Fire Academy and is doing well. The Chief reported there are now 14 rostered career firefighters and 13 of those firefighters are working at this time. The Chief indicated that he plans to hold new paid on call testing and interviews during October.

Under Stations/Apparatus/Equipment, the Chief advised that the new lifting bags are in service and that he is prepared to work with the Board and Fire Department members regarding a replacement for Unit 1452. He requested a budget amount from the Board for that purchase. The Chief advised that a representative of Illinois American Water Company had stopped at the station and examined the damaged pump from Tender 1460. The Chief is hopeful that Illinois American will assist in funding a new pump for that unit. The Chief requested approval for the replacement of a man door at Station No. 2 at a cost of approximately \$3,000.00.

Under Grants/Revenue/Donations, the Chief advised that an application had been made for an AFG grant with a 5% cost share which remains pending. He reported that the students of St. Ambrose School in Godfrey are undertaking a fundraising campaign to assist the Department. The Chief advised that he is planning to apply for a Firehouse Subs Foundation Grant for portable radios.

The Chief reported that business inspections are ongoing.

The Chief reported that the marketing efforts made in connection with the recent eligibility testing had produced a list of 11 candidates with the first candidate on the list being a paramedic.

The Chief advised that the 2019 Open House is scheduled for October 12 from noon to 3 p.m.

The Chief advised that a new helmet sticker and coin with a memorial emblem in recognition of Captain Jake Ringering has been ordered.

The Chief advised that he has been appointed chair of the MABAS 35 Fire Ground Management Incident Command Working Group.

The Chief advised that the recently received Illinois-OSHA Report regarding the March 5, 2019 has been reviewed and that he plans to submit an assessment of the report to the Board ahead of the next meeting.

The Chief advised that career members of the Department have been completely fire ground incident scenarios using computer based simulations.

The Chief advised that an application has been made for the District to be considered for enrollment in a FEMA AFG Grant Study by Drexel University on Fire Service Organizational Safety Culture.

The Chief reported that he is working with members of law enforcement and other fire chiefs to development a regional active shooter hostile event policy. The Chief advised that the District has received all of the rescue taskforce equipment which have been donated through the efforts of the Alton High School Student Council. The Chief recognized the President of the Student Council for her efforts in spearheading this donation.

The Chief advised that he will be attending a Blue Card Command training assessment in November.

The Chief advised that he has been invited to attend the Fall 2019 Resuscitation Academy.

The Chief advised that he has been registered for a Cardiac Arrest Symposium at Washington University on November 7.

The Chief requested the following action items taken up by the Board:

- Authorization for hotel and travel expenses for the Chief to attend the October 9 session of the Illinois Fire Service Institute Fire Academy to observe probationary Firefighter Naylor.

- Authorization for reimbursement of hotel and travel expenses for the Chief to attend the FSI Fire Academy Graduation on October 24 and the IFA Memorial Service on October 25 at the Fire Service Institute.
- Authorization for reimbursement expenses for Firefighter Aaron Blackford to attend the IFA Down and Dirty Firefighting Weekend at the Fire Service Institute on October 25 and 26. The Chief noted that lodging is free and the registration fee is minimal.
- Authorization to spend up to \$1,000.00 to replace one or more four gas monitors and chargers.
- Authorization to replace the man door at Station No. 2 at a cost of approximately \$3,000.00.

A motion was made by Mr. Rynders, seconded by Mr. Fischer, and unanimously approved, to approve the foregoing requests made by the Fire Chief as presented.

The meeting next turned to the Attorney's report. The attorney presented a report regarding the 2019 tax levy for the Fire Protection District. Materials were presented regarding estimate of the assessed value of the District for 2019 and the potential tax levies. There was discussion regarding reallocating the levies to reduce the insurance and audit levies while increasing the pension levy in anticipation of a higher contribution being needed to the Pension Fund due to recent claims. It was noted that an actuarial report is being prepared for the Pension Fund which will be available prior to the adoption of the annual levies. The attorney noted that the filing date for the levies this year is December 31, 2019 and that Board will need to plan for adoption of the levies at the November Board meeting.

The meeting next turned to public comments. Public comments were received from members of the Fire Department regarding the status of hiring additional career fire personnel. It was suggested that the first candidate listed on the approved Eligibility List be considered for hire at this time due to his qualifications which include paramedic status. Mr. Ford indicated that the Board would continue to evaluate budgetary considerations with regard to hiring additional personnel. Comments were made by Mr. Rynders and Mr. Clemons on this point. Further comments were made by Mr. Hamburg regarding the number of full time personnel and the impact of overtime stress on firefighters and their spouses. There were also comments from the audience regarding overtime stress on career personnel. Mr. Ford requested that Mr.

Fischer assemble figures on hiring additional fire personnel for consideration at the next meeting of the Board.

The meeting next turned to Old Business.

The Chair noted that the discussion of replacement Unit 1452 had been considered in the Fire Chief's report and that the plan would be to establish a committee to consider replacement of that vehicle.

The meeting next turned to New Business.

It was noted that the Illinois-OSHA Report regarding the March 5, 2019 call in which Captain Ringering sustained a fatal injury and in which other members of the Department were injured had been received. It was noted at a response to the report had been submitted to Illinois OSHA although this was not required.

The meeting next turned to fundraising efforts. Mr. Fischer inquired regarding the use of a Queen of Hearts fundraising program at the Bakers and Hale Restaurant. Members of the Department reported that there was no interest on the part of the Firefighters Association in going forward with such a fundraising effort given the time and effort which would be required. It was noted that the Association is currently participating in the bingo program of the Madison County Firemen's Association in Collinsville and that there is difficulty in obtaining participation in that program. Mr. Fischer also noted that he had made inquiry of the Village regarding an allocation of convenience store gambling machine taxes, however, he has been advised that those funds have been promised by the Village to religious organizations.

There was discussion regarding changing the meeting date in December, however, no decision was made in that regard.

The meeting next turned to the Good of the Order. Mr. Ford advised that various fire service groups including the Illinois Firefighters Association and the Illinois Association of Fire Protection Districts are considering legislation relating to cancer insurance for members of the fire service in Illinois. Such programs exist in other states such as New York and Georgia and those are being examined as possible templates for Illinois.

The meeting next turned to personnel matters. A motion was made by Mr. Rynders, seconded by Mr. Fischer, and unanimously approved to enter closed session to discuss personnel matters pursuant to Section 2 (c) of the Illinois Open Meetings Act.

Following the conclusion of the closed session, the meeting resumed open session. Mr. Ford announced that the Fire Chief's contract had been discussed during the closed session, but

that promotions had not been discussed and that no actions had been taken. Thereafter, Mr. Ford recognized the Fire Chief. The Fire Chief announced his resignation effective October 31, 2019. He advised that he would be continuing to serve the District and the Department in the rank of Captain. A motion was made by Mr. Rynders, seconded by Mr. Fischer, and unanimously approved to accept the resignation of the Fire Chief as tendered.

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.

Gerard Fischer, Secretary of the
Board of Trustees

APPROVED:

Being all of the Trustees of the
Godfrey Fire Protection District