

**SUGAR GROVE FIRE PROTECTION DISTRICT  
TRUSTEE'S MEETING  
OPEN MINUTES**

**DATE:** July 16, 2012  
**TIME:** 7:00 pm  
**PLACE:** Sugar Grove Fire Station

**Board of Trustees:** Christopher Ruchaj, President  
John Lehman, Secretary  
David Linden, Treasurer  
Scott Stalcup, Trustee  
Mike Fagel, Trustee

**GUESTS:** Chief Martin Kunkel, Attorney Shawn Flaherty

Roll Call – Fagel Absent – on Deployment

President Ruchaj called to order the July 16, 2012 Annual Budget and Appropriations Hearing.

The Pledge of Allegiance was recited.

Public to Address the Board on the Annual Budget and Appropriations Ordinance – Members of the public were present, no comments.

Close of public comments.

It was motioned by Ruchaj and seconded by Lehman to:  
‘Adjourn the Budget and Appropriations Hearing’

Roll call vote – Motion carried

**President Ruchaj called to order the July 16, 2012 Sugar Grove Fire Protection Districts Board of Trustees Meeting**

Roll Call – Fagel absent

**Approval of Minutes-**

It was motioned by Lehman and seconded by Stalcup to:  
‘Approve June 18, 2012 open session meeting minutes’

Roll Call vote – Motion carried

It was motioned by Lehman and seconded by Linden to:  
‘Approve June 18, 2012 closed session meeting minutes and open them’

Roll call vote – Motion carried

It was motioned by Stalcup and seconded by Ruchaj to:  
‘Approve July 6, 2012 special open session meeting minutes’

Roll Call vote – Motion carried

It was motioned by Stalcup and seconded by Linden to:  
‘Approve July 6, 2012 special closed session meeting minutes and open them’

Roll call vote – Motion carried

**Treasurers Report –**

Ambulance account was reestablished as the HRA Account – this account will start out with the HRA deductibles and the FSA contributions.

Percentages are blank on report – Budget has not yet been approved to enter percentages

Cash on hand \$2,584,890.35

It was motioned by Stalcup and seconded by Ruchaj to:

‘Approve the Percentage Report as provided w/o percentages and the Balance Sheet dated June 2012’

Roll call vote – Motion carried

**Expenditures** – This month had three payrolls, paid out the first half of the Pension payment, Engine Lease and Dispatch fees. Disbursements were \$444,718.74, which include HRA/FSA disbursements.

It was motioned by Ruchaj and seconded by Stalcup to:

‘Approve the June 2012 Expenditures in the amount of \$444,718.74.’

Roll call vote – Motion carried

**Consent Agenda Items –**

Rescue Direct – water rescue items, these items are paid for from the donations received- \$1329.71

Global Emergency Products – ARRF Vehicle that was donated by The Round Lake Police department to the district – towed to Global – \$1716, where they will perform a front to rear evaluation for repairs on the vehicle – \$1881. Total for Global – \$3597.

It was motioned by Lehman and seconded by Linden to:

‘Approve the two consent agenda items as listed ’

Roll call vote – Motion carried

**Report from Chief and Command –**

Water rescue boat, motor and trailer and most of the equipment have been received and training is underway for all department members. We have two members certified in water rescue; the rest of the members will be trained, not certified. Training in coordination with the Aurora Fire Department, the district does not have a dive team; we are relying on Aurora for their dive team.

Received a preliminary Assessment for services from KaneCom. There is a \$29K fee for startup, there is no negotiations on this fee; it is 2% of the operating budget. Will need to give Montgomery 6-months’ notice, but believes that they are not holding up to their end of the contract, so this may be a way out of the contract. Lehman questioned if there is any grant money for this, from the ETSB. Chief stated he could put a request in. There are some impact fees from Sugar Grove that we have available. Chief would like to have further discussion with them if the Board approves.

At the special meeting the Board authorized to hire twelve off the eligibility list, two of the POC’s from the first hire dropped out for different reasons, they have been replaced with two more off the list.

Ruchaj stated that he would like the Chief to move forward with talking with KaneCom.

**New Business –**

Budget and Appropriation Ordinance – this is what the hearing was on. It has been posted for public inspection for 30 days. Based on expenditures over income, budget shows a deficit of \$218,257.

It was motioned by Lehman and seconded by Ruchaj to:

‘Adopt Ordinance 2012-02 as written for the Budget and Appropriation Ordinance’

Roll call vote – Motion carried

Resolution 2012-04 – This is a resolution recognizing the Merits of the Association and Auxiliary. This agreement recognizes the separate existence of the two entities, but formally ties them to the District. It allows the District to have some oversight of the organizations, as far as tax purposes they need to have their own independent identity.

Lehman questioned if there was communication with the Association prior to drafting this, Chief stated no.

It was motioned by Ruchaj and seconded by Linden to:  
'Adopt Resolution 2012-04'

Roll call vote – Motion carried

Legal Fee Retainer – Retainer has been reduced to \$575.00 a month until the end of 2013 or district can pay hourly rate with no retainer.

It was motioned by Lehman and seconded by Ruchaj to:  
'Adopt New Retainer Fee from OBKCGD in the amount of \$575.00 a month thru the end of 2013'

Roll call vote – Motion carried

It was motioned by Ruchaj and seconded by Stalcup to:  
'Go into closed session to discuss Discussion of contract negotiations with Local 4748, Discussion of wages and benefits of employees, Discussion on Fire Chiefs Contract, and Discussion of Deputy Chief's position and advertisement at 7:39pm'

Roll call vote – Motion carried

It was motioned by Ruchaj and seconded by Stalcup to:  
'Go back into open session at 8:43 pm'

Roll call vote – Motion carried

It was motioned by Ruchaj and seconded by Lehman for:  
'The Chief and Committee to proceed with the Deputy Chief Hiring Process'

Roll call vote – Motion carried

**ANY OTHER MATTERS THAT MAY LAWFULLY COME BEFORE THE BOARD**

Nothing Heard

**Public to Address the Board**

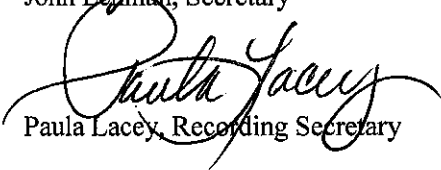
Nothing Heard

It was motioned by Ruchaj and seconded by Linden to:  
'Adjourn at 8:44 pm'

Roll call vote – Motion carried

Respectfully submitted,

  
John Lehman, Secretary

  
Paula Lacey, Recording Secretary