

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

DATE: Oct 22, 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: Attorney Shawn Flaherty

The Pledge of Allegiance was recited.

Call to order

It was motioned by Lehman and seconded by Linden for:

'Trustee Scott Stalcup to be President Pro-Tem for this meeting'

Roll Call vote – Motion carried

Roll Call – Ruchaj absent

President Pro-Tem Stalcup stated that the agenda is going to be moved around a bit tonight, the first item discussed will be under new business - Discussion of and possible action on the approval of Deputy Chief Contract.

It was motioned by Stalcup and seconded by Fagel to:

'Approve the Deputy Chief's Contract as Presented for Board Approval'

Roll Call vote – Motion carried

President Pro-Tem Stalcup introduced Bill Perkins as our new Deputy Chief and then asked Bill to say a few words. Bill was then welcomed by the Board and others in the room.

Approval of Minutes-

Sept 17, 2012 open session, Sept 17, 2012 closed session minutes, Oct 9, 2012 special open session and Oct 9, 2012 special closed session minutes-

It was motioned by Stalcup and seconded by Fagel to:

'Approve all four meetings as presented and allow closed session minutes to be open'

Roll Call vote – Motion carried

Correspondence –

President Pro-tem Stalcup stated that he received a letter from one of the candidates for Deputy Chief thanking him for consideration.

New Business –

Discussion of and possible action on the approval of a communication service assessment contract with PCS - Chief stated that radio communication issues have been worked out, there are costs involved that we and N. Aurora Fire will have to pay, but at this time the amount is yet to be determined. Chief contacted Jerry Bleck from the assessment company to do an assessment for the long term analysis. This will cost \$3000.00, split between us and N. Aurora. This is a feasibility study for the long term communications. Lehman stated he is in

favor of the study being done, but would like to review the upfront costs to switch the PSAP and confirm again that there is no money available thru the ETSB for us to do that; Chief stated all transitional costs have to be paid by the new subscribers, Tri-Coms Board will not move on that. Stalcup questioned if that cost was \$15,000.00. Fagel questioned if Tri-Com is the only vendor or if there are others being looked at. Chief stated only Tri-com, as N. Aurora is already approved for Tri-Com and SGPD is 98% sure going to Tri-Com; discussions with KaneCom have not gone any further, as Tri-Com has more to offer. The \$15,000.00 is an estimate for a system solution intergrade to N. Aurora Fire and SGFD radio system with Tri-Com system, combining two radio frequencies to one frequency; N. Aurora Fire and SGFD will be on one common frequency, and will not be on Tri-Coms other frequency. Total initial costs are between \$10,000 and \$12,000 split between the two districts. Lehman questioned the annual dispatch fees after the initial cost. Chief stated about \$40,000. Chief stated they will double, but the services will also double. Lehman questioned if we need to add a tower is that on us 100%. Chief stated split between us and N. Aurora. Lehman questioned what form of credit we will get for them using our system. Chief stated that after this survey is complete, we will need to start negotiating. Chief would like approval for the letter of intent to move on or about Jan 1. Stalcup questioned if we should wait until the study is complete. Chief stated that is 16 weeks out and this only identifies if we want to transition our radios to Tri-Com, this has nothing to do with whether they are able to dispatch us. Stalcup stated that he is nervous to give intent without knowing what our total costs are. Lehman stated that we need to clarify as to the assessment being a long term outlook as to whether we want to maintain ownership and responsibility to our system or turn it over to Tri-Com. Chief stated the intent is that we still maintain ownership but let Tri-Com have connectivity to have complete control and maintain it.

It was motioned by Lehman to:

‘Approve the Communication Service Contract with PCS for \$3000, per the total contract cost document dated Oct 2012’

Discussion: Stalcup stated our expense is half of that. Lehman continued motion:

‘For our total expandable amount of \$1500.00’

Seconded by Stalcup.

Roll Call vote – Motion carried

Flaherty stated that the letter of intent will be followed by an agreement to make sure the terms are acceptable.

It was motioned by Lehman and seconded by Fagel to;

‘Approve the Letter of Intent, changing our PSAP Dispatch Center from Montgomery Dispatch to Tri-Com Dispatch effective January 1, 2013, subject to Final Terms of the Contract and Attorney Review’

Roll Call vote – Motion carried

Emergency lighting for New Command Vehicle from Fleet Safety Supply and CAMZ Communications, Inc. – total price \$12,385.22.

It was motioned by Stalcup and seconded by Linden to:

‘Approve the Expenditures in the amount of \$12,385.22 for the Ford Expedition Command Vehicle as listed in the Chiefs memo dated 10/22’

Roll Call vote – Motion carried

Automatic aid agreement with Oswego Fire Protection District – Chief stated this has been in place for many years, this is the updated agreement; this is for Foxmoore Fairfield Subdivision in Montgomery. This has been sent to Oswego Fire, they have to put this on their agenda, per chief no changes have been made on this agreement.

It was motioned by Stalcup and seconded by Fagel to:

‘Approve the Intergovernmental Automatic Aid Agreement, as of Today’s Date, with Oswego Fire District’

Roll Call vote – Motion carried

Treasurers Report –

Account Balance and Budget Report – Operations Balance is \$2,615,636.12 Construction Account Balance is \$525,138.49, for a total of \$3,140,774.61. Percentage Report we are 8% under budget, Received 85.5 % of revenues.

It was motioned by Stalcup and seconded by Linden to”
‘Approve the Balance Sheet dated 09/30/2012’

Roll Call vote – Motion carried

Expenditures – total expenditures were \$180,123.09 this is for the Chase Checking and HRA Account. Lehman questioned if he sees any change in insurance or is it too early to tell. Chief stated that we are doing well, we had one member that changed his profile do to an addition, this was not budgeted, which increased the costs, but doing okay on reimbursements. Stalcup questioned Kussmaul Electronics – Chief stated this was for a charging devise in one of the vehicles.

It was motioned by Lehman and seconded by Stalcup to:
‘Approve the Expenditures in the amount of \$180,123.09’

Roll Call vote – Motion carried

Consent Agenda Items –

Three items listed - SGFPD Pension Fund - \$120,214.00, Global Emergency Products - \$4,010.05, Outdoor Lighting Perspectives - \$1,587.

It was motioned by Linden and seconded by Lehman to:
‘Approve the three items listed on the consent agenda’

Roll Call vote – Motion carried

Report from Chief and Command –

ARFF Truck – Carlson doing in-house repairs

Pension Board – the Municipal Compliance Report and Pension Levy request will be ready for the November meeting.

Draft Levy - will be ready for discussion and possible adoption at next month’s meeting.

POC Candidates – 10 of the 12 original candidates are still here and are doing well.

ISO Evaluation – rescheduled for November 20.

Attorney’s report – Attorney Flaherty gave updates on current legislative issues.

Six month review of closed session minutes is deferred until next month.

Stalcup stated that a motion needs to be made on 12b) disciplinary action of employee

It was motioned by Lehman and seconded by Linden that:
‘Matt Sloan be terminated from the Sugar Grove Fire Protection District as of 10/22/12’

Roll Call vote – Motion carried

ANY OTHER MATTERS THAT MAY LAWFULLY COME BEFORE THE BOARD

None heard

Public to Address the Board

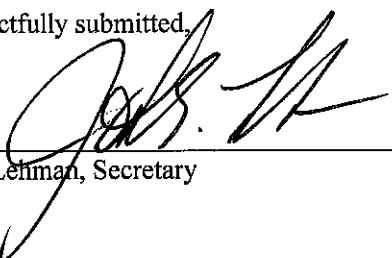
None heard

Chief stated that there is a grievance, was given to Lehman – this was not received prior to the agenda posting – have 35 business days to address - will be on next month’s agenda.

It was motioned by Stalcup and seconded by Linden to:
‘Adjourn at 7:43 pm’

Roll Call vote – Motion carried

Respectfully submitted,



John Lehman, Secretary



Paula Lacey, Recording Secretary