

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

DATE: Nov 19, 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.

Roll Call – all trustees present

Approval of Minutes-

It was motioned by Lehman and seconded by Linden to:

‘Approve the Oct 22, 2012 open session meeting minutes as written’

Roll Call vote – Motion carried

Correspondence –

Chief received verbal correspondence from the Mayor and administrator, they would like to start a luncheon with taxing bodies, have an open forum for better relations. This will be held on Wednesdays or Fridays. Chief and one trustee (alternating) will attend.

Treasurers Report – Total cash on hand \$3,282,249.02 –
Operations - \$2,757,095.78, Construction - \$525,153.24

Ambulance fee are up 4% where we should be.
Budget we should be at 50%, we are at 43% on expenditures.

It was motioned by Stalcup and seconded by Fagel to:

‘Approve the balance sheet and budget report as present dated 10/31/2012’

Roll Call vote – Motion carried

Expenditures – total \$305,005.00

Checking acct - \$299,665.18 - HRA Acct - \$5,339.82

Lehman asked chief to explain what the HRA disbursements are. Chief explained it is the account that we front load for the employees deductibles and also FSA monies are in that account also.

It was motioned by Lehman and seconded by Ruchaj to:

‘Accept the expenditure report dated Oct 2012 in the amount of \$305,055.00’

Roll Call vote – Motion carried

Stalcup questioned who BoundTree Medical is. Chief explained it is a company we buy medical supplies from.

Consent Agenda Items –

Foreign Fire Tax Fund - \$18,009.99, we have received the monies to pay out.

Foreign Fire Disbursements –

Olmstead’s TV – Surround sound the TV Room - \$325.00, Arch Printing – Logo coffee cups and drinking glasses - \$462.50, Home Depot – New gas grill – 584.84.

It was motioned by Lehman and seconded by Linden to:

‘Approve the consent purchase items listed on the Nov 2012 Consent Agenda’

Roll Call vote – Motion carried

Trustees Report – Fagel mentioned that he was in New York City for the Emergency Operations for Hurricane Sandy. He said it was a political event, as well as a disaster, the State of Emergency Management Director was fired after the third day.

Report from Chief and Command –

DC Perkins will revamp the Operations Report and will start making presentations for the board.

Vehicles and Equipment

The new AFFR truck is still undergoing the needed repairs in house. Hope to have this vehicle in service around the first of the year. Waubensee College body class will buff it out for us. Getting quotes on graphics and lighting.

Talked to Bob Reiser is trying to work out some issues, hopes to have money for us by the beginning of the new year, for reimbursement of repairs.

The new command vehicle has been received and is awaiting installation of emergency response package.

Operations

Deputy Chief Perkins has started employment and is getting up to speed.

Communications/Dispatch

Report on TriCom- working on Cad, could be mid-February first of March, due to SGPD a little slow getting approval to move to TriCom. Our timing needs to be in conjunction with them. Letter was sent to Village of Montgomery by certified mail, have not heard back from them yet. Lehman questioned rebate of funds from monies paid, Chief stated we pay in arrears. Lehman questioned if they will prorate for the few months. Chief stated he is sure they will, but may increase by a percentage or two.

Budget/Finance

Did not have Actuary Report from Tim Sharp on time for Municipal Compliance Report. Pension Board will have that report and pension levy request submitted for the December meeting.

Work Comp Insurance premium renewal increase of 17.3%, primarily due to the wage increase of 16.3% from prior year.

Misc.

10 remaining POC Candidates are doing well. Eight are going to FFII in January. ISO will be here tomorrow morning.

Last month we had an auto aid agreement with Oswego, this month we have one with North Aurora. Anyone in our district over 5 miles is automatic ISO rating of 10. With auto aid agreement this will help citizens in that area immensely with the ISO rating.

Attorney's report –

IAFPD Conferences for training

State is going to change assumptions, where they are going to do their own actuary reports. Assumptions are such that they are going to create a larger impact on Municipalities. They are going to drop the assumed rate on return of investments. They are adopting a matrix, if less than 2.5 million you will be at 5%, as you grow it gets closer to the 6 ¾%.

New Business –

Auto Aid Agreement with N. Aurora –
North of I-88 to Bliss Rd. to Tanner Rd.

It was motioned by Stalcup and seconded by Ruchaj to:

‘Approve the Intergovernmental Automatic Aid Agreement with North Aurora as presented and dated Nov 19, 2012’

Roll Call vote – Motion carried

Ordinance 2012-03 Levying and Assessing Taxes.

We are at an increase of 4.99%. Anything over 5% requires a tax hearing of the public. This keeps us within the tax cap and the pension amount is \$262,606.00, this came from Tim Sharp, 7% on return investment and 5.5% on salaries.

Shawn stated that the title shows 2011 not 2012 – this will need to be amended.

It was motioned by Ruchaj and seconded by Lehman to:
'Approve Ordinance 2012-03 as amended'

Roll Call vote – Motion carried

It was motioned by Ruchaj and seconded by Stalcup to:
'Go into closed session at 7:28 to review closed session minutes, and employee grievance'

Roll Call vote – Motion carried

It was motioned by Lehman and seconded by Ruchaj to:
'Go back into open session at 8:38pm'

Roll Call vote – Motion carried

Trustee Ruchaj stated that no action will be taken on review of closed session items.

Trustee Ruchaj stated that they directed the chief to draft a written response to the employee grievance.

Trustees Lehman and Stalcup stated that a motion needs to be made on the closed session minutes.

It was motioned by Ruchaj and seconded by Lehman to:
'Have all closed session minutes remain closed'

Roll Call vote – Motion carried

Attorney Flaherty suggested that a motion should be made to destroy all closed session tapes older than 18 months.

It was motioned by Ruchaj and seconded by Linden to:
'Destroy all closed session tapes older than 05/19/2011'

Roll Call vote – Motion carried

ANY OTHER MATTERS THAT MAY LAWFULLY COME BEFORE THE BOARD

Nothing heard

Public to Address the Board

None heard

It was motioned by Ruchaj and seconded by Linden to:
'Adjourn at 8:40pm'

Roll Call vote – Motion carried

Respectfully submitted,



John Lehman, Secretary



Paula Lacey, Recording Secretary