

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

**DATE:** December 17, 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 -- Fagel Absent - Deployed

**Approval of Minutes-**

It was motioned by Lehman and seconded by Stalcup to:  
'Approve Nov 19, 2012 open session meeting minutes'

Roll Call vote -- Motion carried

It was motioned by Lehman and seconded by Stalcup to:  
'Approve Nov 19, 2012 closed session meeting minutes and keep them closed'

Roll call vote -- Motion carried

**Treasurers Report --**

**Balance Sheet** -- Operations - \$2,548,042.30, Construction - \$525,167.07.  
**Budget Percentage Report** -- Expenditures at 53.7% - 7% under budget  
Health benefits are at 3% over, but should adjust itself out.  
Revenues received at 97.5%.

Stalcup questioned the 2% tax money that is \$4000.00 over, do we have to do an amendment. Chief stated yes at 25% over, but we can do a 'to/from' in April.

It was motioned by Lehman and seconded by Linden to:  
'Accept the November Balance and Percentage report as presented, dated 11/30/2012'

Roll call vote -- Motion carried

Expenditures -- Chase Checking - \$297,554.55, HRA Acct. - \$2,159.56.  
Three payrolls in November. New Expedition paid in November.  
Stalcup questioned Dell item -- new computer for Deputy Chief's office.

It was motioned by Stalcup and seconded by Lehman to:  
'Approve the expenditures in the amount of \$299,714.11, as presented, for November 2012'

Roll call vote -- Motion carried

**Consent Agenda Items –**

Global - \$3,338.74 – repair on new engine – leaking steering box

Miner - \$1,360.74 – Repair on radio equipment

Progressive Intelligence Tech, LLC. - \$5,178.00 – Annual software support on vehicle, remote access product and licensing.

It was motioned by Lehman and seconded by Linden to:

‘Accept the consent agenda dated Dec 2012 with the three items, in the amounts of \$3,338.74, \$1,360.74, \$5178.00’.

Roll call vote – Motion carried

**Trustees report –**

Lehman congratulated the four members (none present) from the department that graduated from paramedic class.

**Report from Chief and Command –**

**ARFF Truck** – Still working on that – getting old decals off, graphics package being sketched out. Should be in service by January.

**New Command Vehicle** – is getting radio, lights sirens installed, should be ready this week, and fully operational.

Received email conversation from Montgomery, they are working on exiting agreement.

Right after first of year, will be starting to work on fiscal year budget.

**Trustee Election** – two positions open.

**D/C Perkins** – questioned the trustees what they would like to see on the monthly report. He will be putting call volumes, highlight major calls, update on training, status of POCs, and any changes in operations. He would like to see this as more of an operational report.

Lehman likes seeing the training hours and detailed out, and would like a breakdown of OT/Sick/Injured.

Stalcup likes the calls idea.

**Attorney’s report** – Affordable House Care – should do analysis of hours worked. Chief stated that we have already done that, and we come up with 6 more full time, which does not bring us to the limit.

House bill 4666 – passed senate – going back to house – reduce pension training to 8 hours yearly, initial training reduced to 16 hours.

House Bill 6328 – aimed at state pensions. No mention of Article 3 or 4 pension funds.

**New Business –**

Time and date of Trustees meetings. – will stay the same.

It was motioned by Lehman and seconded by Linden to;

‘Keep meetings at 7:00pm on the third Monday of the month’

Roll call vote – Motion carried

**Dispatch Agreement with Tti-Com** – we maintain ownership of our radio system. Agreement is still a draft, Tri-Com is set up with Batavia, Geneva, St. Charles governing Tri-Com, the way the departments are billed are on overall call volume, this will be changed with three new users, formulas have been changed. IGA’s need to be changed, are being taken to their Village Boards. Should have something more definitive in January/February.

**Hired PSA Concepts** – Mr. Bleck did study. He was instrumental in realizing that the T-1 did exist at Prestbury Tower. Had concerns for N. Aurora Fire, with the way their system was designed, but with this T-1 available, it will give them the best coverage possible. It will be more cost effective using this T-1 line.

**Spatial Addiction** – Cad dispatch is based off of cad map, Tri-com does not have our entire district in their mapping capabilities, it has to be brought in. This is a key component that has to be done, gives an accurate map. A lot of work involved, but once it is done it is done. Would like to get the essential work approved tonight.

It was motioned by Ruchaj and seconded by Linden to:

'Approve the Agreement with Spatial Addiction in the amount of \$3,637.88'

Roll call vote – Motion carried

Fire Records Management Analysis – Some streets have been put into firehouse in a different format, these streets will not format correctly. Progressive Intelligence Technologies, they interview staff, will do the analysis on records management system, determine how we use and we intend to use it and will determine what fixes need to be made and how we go about making those fixes. Lehman questioned who will do the inputting. Chief stated Lt. Moran. Lehman questioned if this is also for EMS, Chief stated we don't have it for that, but that does not mean it cannot be.

It was motioned by Lehman and seconded by Ruchaj to:

'Allow consulting fees for Progressive Intelligence Technologies, not to exceed \$2000.00'

Roll call vote – Motion carried

Pension Fund Municipal Compliance Report – This was received and distributed.

Lehman – question on destruction of closed tapes, this has been accomplished, would like to enter into minutes without having to state dates for everyone. Flaherty stated that we can say we will have list attached to the minutes. Lehman stated he will have the list after closed session.

It was motioned by Ruchaj and seconded by Linden to:

'Go into closed session at 7:54pm to discuss complaint from an employee and discussion of employee request to address the Board on a personal matter'.

Roll call vote – Motion carried

It was motioned by Ruchaj and seconded by Stalcup to:

'Go back into open session at 8:20pm'

Roll call vote – Motion carried

Ruchaj stated no action on closed session items.

Lehman stated that he has a list of tapes destroyed on December 10, 2012, and he would like it added to the minutes.

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

**Nothing heard**

**Public to Address the Board**

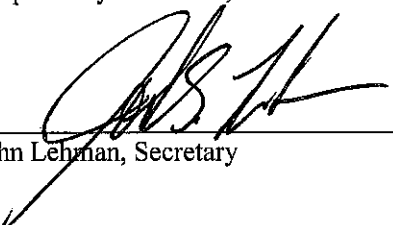
John Guddendorf wished everyone a Happy New Year and Merry Christmas.

It was motioned by Ruchaj and seconded by Linden to:

'End the meeting at 8:24pm.'

Roll call vote – Motion carried

Respectfully submitted,

  
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John Lehman, Secretary

  
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Paula Lacey, Recording Secretary

Attachment

Minutes Destroyed on December 10, 2012

08/20/2001  
12/18/2002  
01/16/2006 01/15/2007 01/21/2008 01/19/2009 01/17/2011  
02/23/2006 01/18/2007 01/31/2008 01/19/2009 02/21/2011  
03/14/2006 02/15/2007 02/18/2008 02/16/2009 03/21/2011  
03/20/2006 02/19/2007 02/18/2008 03/02/2009 04/18/2011  
04/17/2006 03/06/2007 03/17/2008 03/02/2009 04/22/2011  
05/15/2006 03/25/2007 03/31/2008 03/16/2009  
06/01/2006 05/21/2007 04/21/2008 03/26/2009  
06/19/2006 06/15/2007 05/19/2008  
07/26/2006 07/16/2007 06/30/2008 12-May  
08/11/2006 08/20/2007 10/20/2008 24-Oct  
08/21/2006 09/17/2007 12/15/2008  
09/18/2006 11/16/2007  
10/16/2006 12/17/2007  
11/20/2006