

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

DATE: April 15, 2013
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 – Lehman absent

Approval of Minutes-

It was motioned by Stalcup and seconded by Linden to:
'Approve the March 18, 2013 open session meeting minutes'

Roll Call vote – Motion carried

Correspondence – Chief Kunkel received audit report from Fire Fighters Pension Fund, it is a summary of findings. Attorney Flaherty stated that there are a few things that can be easily fixed; the one of concern is the training requirements.

It was motioned by Ruchaj and seconded by Fagel to:
"Amend the agenda and have public comments now"

Roll Call vote – Motion carried

Public to Address the Board –

Stan Bond from the Fairfield Way -Foxmoor Subdivision, is the Watch Leader of his neighbor watch, he is also a Village Trustee for the Village of Montgomery, (Stan stated that he is not here in an official trustee capacity, he is here as a constituent of the district), has had some concerns from residents about slow response times. Stan would like to identify if there is an issue that can be addressed strategically, if there is a way the public can do something, is there a way we can work effectively together. Stan stated that he is not speaking through the Village, he is not filing a formal complaint; that he came just to talk. Stan introduced Marilyn Michaelini, the Village President. Marilyn stated when the Sugar Grove personnel were at Oswego station, it cut down on response time; will they ever be brought back. Mutual Aid with Oswego, is that still effective. Marilyn stated that she knows response times are up to 20 minutes, and 15 minutes and in case of heart attack or stroke that can be a very big difference. Marilyn stated that Chief Kunkel mentioned a Town Hall meeting and they can host it at Village Hall, she believes this is a great idea. Marilyn stated she is here representing Montgomery. She stated that her residents are requesting this. Stan Bond questioned if residents had any control over where they are taken if they call for an ambulance. Chief Kunkel stated that it is up to the individual, our primary hospitals are Copley, Mercy and Delnor, outside of that area we really do not transport to, but that is not saying we cant. Our resource hospital is Mercy, but anyone from Fairfield or Foxmoor will go to Copley, it is much quicker to get there than to Mercy. It is the patients choice, unless it is life threatening, then it is the closest hospital.

Chief Kunkel stated that he is very aware of the responsibility to provide proper EMS and Fire services to that area in our district. We did solve the immediate need with the Oswego Station 3 scenario; in order to comply

with that we had a grant, but when we saw our tax revenue falling off, and realized we could not fulfill that grant, we cancelled it. We do not have the financial ability to move personnel down there. We do have automatic aid with Oswego Fire - any call for service in that area Oswego is dispatched at the same time we are, Oswego does not have an ambulance, but they do have paramedics on the engine. Chief stated that [not to be negative] we could not depend on Montgomery dispatch to make those calls in a timely manner, if they made them at all; so there were times SG would beat Oswego to the call. Chief stated that he feels the new dispatch center will accomplish the task of making the notification, which will create better response times. Chief stated that an accurate record of our response times is 9.5 minutes average, some are longer, some are shorter, but that is the nature of the distance between our facility and that location. Chief believes that Oswego should take 2 minutes off that response time, maybe more. Chief stated that he would certainly embrace an town hall meeting.

Fagel stated that with the auto-aid and the switch of dispatch centers it should help with response times.

Stalcup questioned if 13 minutes was the longest time. Chief stated that he believes our times are better than what it shows; dispatch center does not always enter right away. Stalcup stated that he likes the idea of a town meeting, but thinks it should be done here. Stalcup also stated that maybe we should invite Stan or someone to ride along for a day.

Treasurers Report –

Operations - \$1,629,537.27, Construction - \$527,185.44, total both accounts - \$2,156,722.71.

11 months into the budget – at about 4% under. Some accounts need transfers, to stay within budgeted amounts. Balloon payment was made. If everything goes to expectations we should be about 7% under budget. We should end up with about \$18,000 positive cash flow.

It was motioned by Stalcup and seconded by Ruchaj to:

‘Approve the March 31, 2013 Balance and Budget Percentage Report’

Roll Call vote – Motion carried

Expenditures –

Total disbursements were \$226,099.30 of which \$11,188.06 was for the HRA.

Linden questioned expense for Bonnell. Chief stated this was for Lock Boxes.

Stalcup questioned Walsh Knippen Pollock – Chief stated that is our other attorneys we use for disciplinary actions. These expenses will be discussed in closed session.

Fagel questioned Spatial Addiction – this is for CAD Mapping.

Stalcup questioned Tyler Assell – this is partial reimbursement for Paramedic Class.

Chief stated that Bonnell was not for lock boxes, it was for fire signs.

It was motioned by Linden and seconded by Ruchaj to:

‘Approve the expenditures dated March 2013 in the amount of \$226,099.30’

Roll Call vote – Motion carried

Consent Agenda Items –

IPRF -\$12,358.00, additional premium for Workers Comp

Wiesbrook Sheet Metal - \$2,255.00, damaged areas in roof

Tri-Com Central Dispatch - \$2,464.32, additional licenses – Net Motion server

ACS Firehouse Solutions - \$12,235.00, records management system – upgrade Firehouse

Fagel questioned if there were any serious events that would bring this up. Chief stated no.

Fagel questioned what our number is for the WC modifier? Chief is not aware of what this is.

Based on dollars of payroll – Fire Prevention Bureau can be at a lower rate.

Fagel said insurance companies have an ability, depending on our safety programs or experience, to lower that rate. Fagel will send Chief information he has on this.

Ruchaj questioned if we purchased the whole package for Net Motion, do we have administrator rights? Chief stated that Tri-Com has administrator rights.
Linden questioned why we only used 52% of payroll taxes. Chief stated that it was based on the larger budgeted amount.

It was motioned by Stalcup and seconded by Ruchaj to:
'Approve the Consent Agenda for April 2013'

Roll Call vote – Motion carried

Trustees report –

Stalcup congratulated the two individuals that won the election.
Fagel stated that he believes he will be deployed to Boston.

Report from Chief and Command –

Operations report is in packet.

Roof leaking – on consent agenda.

Still no word from FEMA. Tim Hoffa stated that there is no hurry in the terms of litigation lawsuits, looking at a 10 year window.

At 7:40pm Trustee Fagel left the room.

Fire Commissioners – working on dates and times for entrance level eligibility testing process.

Tri-Com – everything is ready to go this Wednesday. Chief stated it has been a dream working with Tri-Com. Lease agreement has been transferred and Tri-Com will set up microwave link to Prestbury this summer. Tri-Com will now control the system/

At 7:45 Trustee Fagel returned

Village of Montgomery – TIF District – Very adamant against this TIF – the area they are requesting the TIF is a strong area not a blighted area, with Orchard Road improvements this makes it a prime area. Chief will express concerns down the road.

Attorney's report –

May 1 is deadline to file Statement of Economic Interest.
Election to take office is the 3rd Monday in May. Swearing in and reshuffling of Officers.

St. Charles Fire District sued after sending letter saying failed background check - Appellate Court states that you need to make findings if you fail someone on a background check, it is not enough to just say you failed background check. Second District Appellate court is the same court that applies to us. If we have a candidate we want to reject, we need to make findings, and these will be put in minutes and in the communication given to the candidate. Flaherty stated that he would not recommend saying anything on or off the record about former employees. Flaherty stated if it gets appealed he will advise, but for now it is the law.

Old Business –

Bond Refunding – Talked with Sikich, contact a financial advisor to represent us – financial advisor has our sole interest up front – Chief is going to contact one of the advisors Sikich recommends. Have until the first of the year to get this going.

2014 Budget – have received verification of tax revenues – Around 160k over last year.

Workman's comp went up – Health went down 20% - Dental up 7%.

Requested Montgomery Dispatch fees – have not yet received – will have to be in new budget year.

About a 213,000 deficit – coming in under budget every year, there is some meat in the budget, for unforeseen circumstances – still in draft form. Three months in reserve.

**New Business –
Budget line item transfers –**

From:			To:	
<u>Account #</u>	<u>Name</u>	<u>Amount</u>	<u>Account #</u>	<u>Name</u>
11.508.00	Payroll Tax	\$4,100.00	11.512.00	2% Tax Money
11.501.00	Salaries	\$300.00	11.517.00	Postage and Shipping
11.501.00	Salaries	\$22,000.00	11.504.00	Work Comp Ins
11.513.00	Supplies/Equipment	\$2,140.00	11.572.00	IT Services
11.520.00	Communications	\$8,100.00	11.572.00	IT Services

It was motioned by Fagel and seconded by Linden to:
'Approve the line item transfers as stated'

Roll Call vote – Motion carried

It was motioned by Ruchaj and seconded by Stalcup to:
'Go into closed session at 8:03 to discuss the Deputy Chief contract, disciplinary action of an employee, discussion on negotiations with Local 4748 concerning promotions'.

Roll Call vote – Motion carried

It was motioned by Ruchaj and seconded by Linden to:
'Go back into open session'

Roll Call vote – Motion carried

Trustee Ruchaj stated no action was taken in closed session

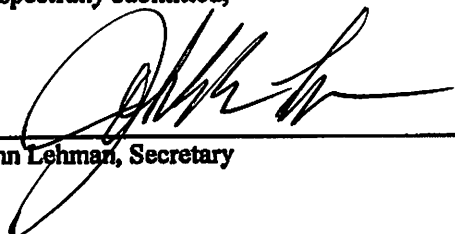
ANY OTHER MATTERS THAT MAY LAWFULLY COME BEFORE THE BOARD

None heard

It was motioned by Ruchaj and seconded by Linden to:
'Adjourn at 8:31 pm'

Roll Call vote – Motion carried

Respectfully submitted,



John Lehman, Secretary



Paula Lacey, Recording Secretary