

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

DATE: August 19, 2013
TIME: 7:00 pm
PLACE: Sugar Grove Fire Station

Board of Trustees: Christopher Ruchaj, President
John Lehman, Secretary
David Linden, Treasurer
Mike Fagel, Trustee
Cheryl Wojciechowski, Trustee

GUESTS: Attorney Shawn Flaherty, Attorney Tim Hoppa

The Pledge of Allegiance was recited.

Roll Call – Ruchaj absent

It was motioned by Linden and seconded by Wojciechowski to:
'Designate Lehman as President Pro-tem'

Roll Call vote – Motion carried

Approval of Minutes-

It was motioned by Fagel and seconded by Linden to:
'Approve July 18, 2013, open session meeting minutes'

Roll Call vote – Motion carried

Attorney Flaherty stated the time on the minutes is incorrect.

It was motioned by Lehman and seconded by Fagel to:
'Amend the open session minutes of July 18, 2013 with a start time of 5:30'

Roll call vote – Motion carried

Treasurers Report –

3 months into budget – total cash on hand \$2,496,173.67. We are at 5% under budget.

Lehman questioned the ambulance fees and replacement tax, are there more payments to come into those funds. Chief stated replacement tax is ongoing throughout the year, and ambulance fees are difficult to adjust because of collection rates, but kept it the same as last year.

Linden questioned 11-514-000. Chief stated that is all that is coming out of there.

Fagel questioned the deficit of \$198,000.00, is there a way to adjust our budget to come into alignment. Chief stated there is always a buffer and we have a reserve account. Fagel is concerned as he does not see us getting any more revenue. Chief stated the budget is functioning in an essential manner. There is new construction going on, new tax revenue.

It was motioned by Lehman and seconded by Linden to:
'Accept the Account Budget and Balance Report dated 07/31/2013'

Roll call vote – Motion carried

Expense Report –

Disbursements from Chase Checking - \$213,151.59
Disbursements from HRA Account - \$4,238.65
Total Expenditures - \$217,390.24

It was motioned by Linden and seconded by Wojciechowski to
'Approve the expenditures for July 2013 in the amount of \$217,390.24'

Roll call vote – Motion carried

Consent Agenda Items – All Budgeted Items

RMA – Written examination and oral interviews for new hiring list of full time firefighters - \$2,171.38
Air One – Fit testing and flow testing of SCBA Equipment - \$2,482.50
Steamgard – Cleaning of all carpeted areas and Ceramic tiles in bathrooms - \$1,049.10
Tri-Com – Transitional Costs - \$10,471.20
Motorola – Replacement microphones and batteries for radios - \$2,430.55
Claesson Janitorial – Strip and Wax all vinyl flooring - \$2,090.00

It was motioned by Linden and seconded by Fagel to:

‘Approve the six items on the consent agenda dated Aug 2013’

Roll call vote – Motion carried

Report from Chief and Command –

Montgomery TIF – they are moving forward – Chief and Chief Myers will be having a meeting this Wednesday with the Village and testing group, they are meeting with all the taxing bodies. Chief stated if the Hammond Farm is not annexed, there will not be a TIF.

DC Perkins – Operations – decrease in calls – this July 96 as compared to last July 107. Final Eligibility list was posted – total of six people. Corn Boil ran well for District, very minimal impact.

Attorney’s report –

2012 Life Safety Code – Fire Marshal revoked plan, will be looking it over.

Decision rendered in Lisle-Woodridge Alarm Case – Fire Districts cannot accept or make money, or own wireless radios or engage in any way in monitoring fire alarms. Municipalities’ ability still remains the same.

98-319 Public Bill passed – Fire Districts can increase by referendum their ambulance rate from .30 to .40. If in a tax cap county, these counties agreed to read law that we can go to .40 without referendum. When we do levy this year, we should not lose money. District may have to do Truth in Taxation to capture this.

Old Business –

Bond Refunding – rates are going up – looking at local banks – West Suburban Bank interested up to \$500,000 – Castle not responded – Old Second and American Heartland have declined. So now they will see if they can get a bond underwriter for rest of issue, have two interested. Will have conference call next week. We will be going to a negotiated bond fee instead of a bid. Savings are down to \$100,000, instead of \$180,000.

New Business –

Miriani and Associates – unqualified opinion - no issues with audit – same issue with internal control only one individual doing most of the work. Lehman questioned if there is anything Miriani would recommend, he stated to add staff to segregate the duties. General highlights – overall budget came in under budget of what was passed. Revenue - \$11,000 under what we budgeted. Ambulance was \$9000 over budgeted. Expenses were under budget by \$228,000. Under budget in salaries and operating expenses and supplies. Safer Grant is disclosed as a contingent liability, it is budgeted for every year. Cash position – districts cash in the operating account at the end of the year is 3-4 months’ worth of operating expenses. Pension fund is above the state average – it is funded at 91%.

It was motioned by Fagel and seconded by Linden to:

‘Accept the 2013 Audit as present by Andy Miriani’

Roll call vote – Motion carried

Authorization for IMRF – Chief stated that since he is leaving in April he would like to assign Perkins as the authorized agent for IMRF. This has to be done in Resolution format.

It was motioned by Fagel and seconded by Linden to:

‘Accept Resolution 2013-001 Appoint an Authorized Agent of the IMRF’

Roll call vote – Motion carried

It was motioned by Lehman and seconded by Linden to:

‘Go into closed session to Discuss POC rank positions and salary, and Discussion of full time appointed and tested rank positions’

Roll call vote – Motion carried

It was motioned by Lehman and seconded by Fagel to:

“Go back into open session”

Roll call vote – Motion carried

Lehman stated no action was taken in closed session.

ANY OTHER MATTERS THAT MAY LAWFULLY COME BEFORE THE BOARD

None heard

Public to Address the Board

None heard

It was motioned by Lehman and seconded by Wojciechowski to:

‘Adjourn at 8:35pm’

Roll call vote – Motion carried

Respectfully submitted,



Cheryl Wojciechowski, Secretary Pro-tem



Paula Lacey, Recording Secretary