

**Sugar Grove Fire Protection District  
Trustee's Meeting  
Open Minutes**

**DATE:** February 16, 2015  
**TIME:** 7:00pm  
**PLACE:** Sugar Grove Fire Station

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

**GUESTS:** Chief Perkins, Attorney's Shawn Flaherty and Tim Hoppa

The Pledge of Allegiance was recited.

**Roll Call** – Ruchaj absent

**Approval of Minutes-**

It was motioned by Linden and seconded by Guddendorf to:  
'Approve the open session minutes of January 12, 2015'

Fagel questioned Chief Perkins about the Village of Sugar Grove Resolution, if he was going to give a copy to the board; Chief Perkins stated he would.

Roll Call Vote – Motion Carried

**Treasurers Report-**

Operations Account - \$2,121,387.54, Construction Account - \$547,608.20, Total - \$2,668,995.74.  
At 64%, 8% under. Perkins stated we should stay under budget unless union contract is negotiated and have to pay out retro – then will be right on budget.

Guddendorf questioned the bank fees – Perkins stated it was from the bond refinance – bank fees are paid yearly on it, this was not in the budget.

Guddendorf questioned the 2% tax – this is insurance companies that reside out of state, pay Illinois fire departments for Illinois residents they insure.

Fagel questioned State Replacement Tax – what is it? – Flaherty stated back in the 70s we had a personal property replacement tax for individuals and corporations, the state replaced it with a replacement tax and it is based on the percentage back when it was vanquished. Flaherty stated it is based on a calculation and over time it should dwindle down.

Fagel questioned the bank interest – Perkins stated that is because we moved money to the Bank of Montgomery where we are getting a better interest rate.

It was motioned by Guddendorf and seconded by Linden to:  
'Accept the January 2015 Budget Percentage Report and Balance Sheet'

Roll Call Vote – Motion Carried

**Expenditures-**

Chase Checking - \$173,669.84, Chase HRA - \$4,069.32, BNY Mellon - \$144,642.50,  
Total expenditures - \$322,381.66

Fagel questioned Health Endeavors – this is for the POC employee physicals.

It was motioned by Linden and seconded by Fagel to:

‘Approve the Expenditures for January 2015 in the amount of \$322,381.66’

Roll Call Vote – Motion Carried

**Consent Agenda-**

Air One Equipment, Inc. – Repairs to three Pass Devises \$1,020.00

It was motioned by Fagel and seconded by Wojciechowski to:

‘Accept the Consent Agenda dated February 2015’

Roll Call Vote – Motion Carried

**Report from Fire Chief and Command-**

Call summary report – January 104 calls. Down from January 2014 which was 152 calls.

Guddendorf questioned if we have 9 districts within the township, Chief Perkins stated we have 7, it jumps from 6-9, 9 is just the airport. Discussion continued on the districts.

Chief Perkins stated that he attended the meeting regarding the newsletter. The library has budget concerns. Village was offering to them to pay in kind. Publication will be roughly \$1675 twice a year for each entity. Fagel has concerns about the whole newsletter idea. He believes that the public today is more website related and that people will look at the newsletter and dispose of it. Fagel believes that the money could be better spent and his concern is the dollar amount for the value we are getting. After much discussion it was decided to put on next month’s agenda.

Safer Grant – memorandum of understanding for Safer Grant – recruitment and retention of POC personnel. It is a wide encompassing grant, a few things it covers is education, physicals and a monetary incentive each month. This will be in the name of the Huntley Fire Department. Chief Perkins stated that he talked with Huntley about the safer grant that we have and our attempts to pay it back, and if for any reason that should hinder them from getting the grant to take Sugar Grove out of it.

Percentage collected by Andres Medical – report is attached to Trustees package. Percentages are at 86.6% collected – this was for 2013. Percentages for 2014 are not available yet. Guddendorf questioned what the WD means – Write Downs (write offs), this is for Medicare, hardships, residents, etc.

Looking into a new payroll software – Went to Sikich to look at Sage 50. After the demonstration, we are more inclined to go with QuickBooks. Perkins stated our goal is May 1, with payroll the month before so we have everything for the next quarter in the same software.

**Attorney Report** – New Law – Action by March 31, for websites, there needs to be an email listed for the Trustees. Chief Perkins will take care of this.

**New Business –**

Draft Purchasing Policy –

Right now it states that the Chief has to come to the board for approval to purchase anything over \$1000.

Attorney Hoppa believes this is low. The normal is between \$5000 and \$10,000. After much discussion it was decided to make a motion to increase the amount the Chief has prior to Board approval.

It was motioned by Guddendorf and seconded by Fagel to:

‘Increase the purchases by the Chief to \$10,000’

Roll Call Vote – Motion Carried

Drafting letter to Kane and Kendall ETSB's regarding the transfer of 911 calls – Chief Perkins has been dealing with both Kane and Kendall for the past few months regarding the transfer of 911 calls. Fagel stated he had this put on the agenda; he would like the Board to write a letter, he believes that Kendall County is dragging their feet. Fagel stated he would like a letter from the district stating he wants this put on the front burner, this is about public safety. After much discussion it was decided that Chief Perkins will write a letter, send it to Attorney Flaherty for review and then send to the Board for approval.

Fagel stated he would like to change the board meetings in March to March 9 and April to April 13. Fagel stated that he wanted to change it so that a four-man board will be present, as he is not available on the third Monday in March and April. The Board will email their availability.


**Any Other Matters that May Lawfully Come Before the Board:**

None heard

**Public to Address the Board-**

None heard

Motion to Adjourn at 8:22pm.

  
Cheryl Wojciechowski, Secretary

  
Paula Lacey – Recording Secretary