

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

DATE: March 23, 2015
TIME: 7:00 pm
PLACE: Sugar Grove Fire Station

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

GUESTS: Attorney Shawn Flaherty, Attorney Tim Hoppa

The Pledge of Allegiance was recited.

Roll Call – Wojciechowski and Ruchaj absent

It was motioned by Linden and seconded by Fagel to:
'Appoint Guddendorf as Secretary Pro-tem'

Roll call vote – Motion carried

Approval of Minutes-

It was motioned by Guddendorf and seconded by Linden to:
'Approve February 16, 2015 open session meeting minutes'

Roll call vote – Motion carried

It was motioned by Linden and seconded by Guddendorf to:
'Approve March 7, 2015 open session meeting minutes with the amendment of adding Trustee Ruchaj as absent'

Roll call vote – Motion carried

It was motioned by Guddendorf and seconded by Linden to:
'Approve March 7, 2015 closed session meeting minutes with the amendment of adding Trustee's Wojciechowski and Ruchaj as absent and then keep them closed'

Roll call vote – Motion carried

Treasurers Report –

Operations Account – \$1,970,503.71, Construction Account - \$547,616.90, Total \$2,518,120.61; at 68%. Chief Perkins stated that is unusually low for this time of year.

Guddendorf questioned the bank fees. Bank fees are higher, Chase put the district into a different account and the bank fees have almost doubled. Chief will explain more in his report.

It was motioned by Linden and seconded by Guddendorf to:
'Accept the Balance Sheet as of 02/28/15 in the amount of \$2,518,120.61'

Roll call vote – Motion carried

It was motioned by Fagel and seconded by Guddendorf to:
'Approve the Budget Percentage Report for February 2015'

Roll call vote – Motion carried

Expenditures –

Chase Checking 177,641.08 \$, Chase HRA - \$8,508.07 Total expenditures \$186,149.15

It was motioned by Linden and seconded by Guddendorf to:
'Approve the Expenditures for February 2015 in the amount of \$186,149.15'

Roll call vote – Motion carried

Consent Agenda –

North Aurora Mechanic – \$2080.20

It was motioned by Guddendorf and seconded by Fagel to:

‘Approve the Consent Agenda for March 2015 in the amount of \$2080.20’

Roll call vote – Motion carried

Report from Chief and Command –

February calls 90, down by 10 from 2014.

Moving towards Quickbooks for new accounting software. Will try to start AP by May 1 and payroll by July 1. Fees associated with Quickbooks should be less than Chase bank fees. Discussion was held on the software, the pros and cons.

Attorney’s report –

This Thursday, March 26, disability hearing for Lt. Naden.

Health Insurance matters, met with insurance broker – this will be discussed in closed session.

Old Business –

TIF Opposition – Chief Perkins drew up a resolution, as requested by the Board, giving official input of the Districts feeling about the TIF #2. Fagel would like the resolution published once it is approved. Public Hearing on the TIF #2 is scheduled for April 21. Perkins would like to have discussion with the Village before it goes to the papers. Discussion continued.

It was motioned by Fagel and seconded by Guddendorf to:

‘Hereby adopt Resolution 2015-03, Opposition of the Proposed Northeast Airport Tax Increment Financing District #2 by the Village of Sugar Grove’

Roll call vote – Motion carried

Fee Ordinance – Chief Perkins would like to update the Plan Fee Schedule. Trustee Guddendorf questioned if we charge for time, the man hours. Perkins stated that if we raise plan examination and review fees it should cover that cost. Perkins stated he is more concerned about the base plan permit fee and impact fees. Flaherty stated that the only way you can adopt an ordinance for impact fees is if the Village permits it; the Fire District has no authority to do it unilaterally. Flaherty stated that the plan review fees have not been updated for 14 years, the district should review them, and check to see if the code permits for permits fees. Discussion continued on fees.

New Business –

Accountant Engagement Letter –

Sikich, the accounting firm the district uses, would like an updated engagement letter signed. Fees went up about \$15-\$20 an hour. Perkins stated we work well with the accountant that comes in monthly and would like to renew with them.

It was motioned by Linden and seconded by Fagel to:

‘Approve the Engagement Letter with Sikich’

Roll call vote – Motion carried

457 Plan – This is a voluntary deferred compensation plan for employees of the district. There is no cost to the district.

It was motioned by Fagel and seconded by Linden to:

‘Approve Resolution 2015-02 Authorizing the Addition of the IPPFA 457 Deferred Compensation Plan for Employees of the Sugar Grove Fire Protection District’

Roll call vote – Motion carried

Post-Retirement Healthcare Funding Plan –

This is a plan for non-bargaining employees to voluntarily contribute into a savings account – tax deferred – to be used for health insurance premiums in retirement. Flaherty stated that this is a newer plan – it is held in a trust – there is some language in there he would not like to see. Flaherty stated there should be training for all employees who participate in the plan. After much discussion it was decided to table until further information is sought out.

Chief Perkins advised the board that Jacob Smith resigned.

It was motioned by Fagel and seconded by Guddendorf to:
'Accept the resignation of Jacob Smith'

Roll call vote – Motion carried

Surplus Property –

SCBA Cylinders – 23 cylinders that are out of service, damaged or condemned – these will be disposed of.
14 mattresses and box springs – Association bought new mattresses and box springs. Would donate a few to Oswego for props for new training tower, will dispose of the others.

It was motioned by Guddendorf and seconded by Linden to:
'Declare the SCBA Cylinders and mattresses and box springs as Surplus'

Roll call vote – Motion carried

It was motioned by Fagel and seconded by Linden to:
'Go in to closed session at 8:18pm'

Roll call vote – Motion carried

It was motioned by Fagel and seconded by Guddendorf to:
'Go back in open session at 9:01pm'

Roll call vote – Motion carried

Termination of Paid on Call Employee –

Chief Perkins stated that Candidate FF Chris Caci has not been participating in the last 6-7 weeks. Perkins asked the board to terminate his probationary employment as of today.

It was motioned by Fagel and Seconded by Linden to:
'Terminate Candidate FF Chris Caci as of March 23, 2015'

Roll call vote – Motion carried

Fire Chief Contract –

It was motioned by Guddendorf and seconded by Linden to:
'Approve an amended Fire Chief contract with Bill Perkins effective May 1, 2015'

Roll call vote – Motion carried

Chief Perkins stated he had given the trustees a copy of the Villages Resolution which stated that they express its support for community based governmental services.

Fagel would like to send our resolution to all the Trustees of the Village. Perkins said he would email them to all the trustees. Fagel stated he wanted them certified mail to their homes.

ANY OTHER MATTERS THAT MAY LAWFULLY COME BEFORE THE BOARD

None

Public to Address the Board

Harry Davis introduce himself.

It was motioned by Guddendorf and seconded by Linden to:
"Adjourn"

Roll call vote – Motion carried

Respectfully submitted,



John Guddendorf, Secretary Pro-tem



Paula Lacey, Recording Secretary