

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

DATE: February 19, 2018
TIME: 6:01 pm
PLACE: Sugar Grove Fire Station

Board of Trustees: Mike Fagel, President
David Linden, Treasurer
John Guddendorf, Jr., Secretary
David Blankenship, Trustee
Harry Davis, Trustee

GUESTS: Chief Perkins, Attorney Shawn Flaherty

The Pledge of Allegiance was recited.

Roll Call – All Trustees Present

Approval of Minutes-

It was motioned by Guddendorf and seconded by Fagel to:
'Approve January 15, 2018 open session meeting minutes '

Roll call vote – Motion carried

It was motioned by Fagel and seconded by Linden to:
'Approve the January 15, 2018 closed session meeting minutes and keep them closed '

Roll call vote – Motion carried

Treasurers Report –

Operations Account – \$2,337,207.27, Capital Account - \$903,734.41, Total \$3,240,941.68
At -71.6%

[Guddendorf] anything coming up that could cause worry [Perkins] other than water heaters, no.

It was motioned by Fagel and seconded by Blankenship to:
'Accept the January 2018 Cash Balances and Budget vs Actual Reports'

Roll call vote – Motion carried

Expenditures –

Chase Checking - \$273,063.19, Chase HRA - \$2,304.92, Total expenditures \$275,368.11

[Linden] questioned the amount for QuickBooks [Perkins] upgrade for payroll, this is done every three years, added a user, had to upgrade a few months early.

It was motioned by Guddendorf and seconded by Blankenship to:
'Approve the Expenditures for January 2018 in the amount of \$275,368.11'

Roll call vote – Motion carried

Consent Items –

Exhaust Works - \$1273.71- Muffler - 951
Fire Service Inc - \$2606.68 – injector seals - 901
Fire Service Inc - \$1179.88 – oil leak under exhaust manifold - 901
Fire Service Inc - \$2014.06 – oil, oil filter, new oil lines - 901

It was motioned by Fagel and seconded by Linden to:
'Approve the consent agenda for February 2018'

Roll call vote – Motion carried

[Perkins] next month \$3600 will be on consent agenda – turbo blew out on 901 [Guddendorf] is there a truck wash where the undercarriage can be washed [Perkins] had heard from Kunkel about how he saw a ramp built out of PVC, something the truck can roll over and wash the undercarriage, and it can be stored away. Perkins will look into this.

It was motioned by Fagel and seconded by Linden to:

‘Approve the consent agenda for Exhaust works and Fire Service Inc.’

Roll call vote – Motion carried

Trustees Report –

[Trustee Fagel] after discussions with Village, would like to read items into record. (This is attached to the end of these minutes). Sugar Grove Herald 02/15/18 article, {paraphrase} ‘we are looking to increase the fees to cover the village review fees, Eichelberger says, we don’t want to pursue commercial impact fees for any agency’, [Fagel] that would mean the district. An email was received from Eichelberger to the district stating they will not support commercial impact fees. Impact fees for residential have not gone up since 1998. The village which controls the TIF, and impact fees will not work with the fire district, they are controlling the districts growth and ability to serve. [Fagel] continued about how the Village Board does not support the Fire District. [Guddendorf] get the strategic plan finished, this will go a long way in showing what is needed to get things going. [Fagel] has a strategic plan draft that he sent the board in February. [Fagel] did an evaluation of surrounding districts, and compared each EAVs, square miles, population, and calls, (this is in packet he handed out to Trustees) [Perkins] questioned if this is the information from the union comparable survey he gave Trustee Fagel. [Fagel] yes, and he confirmed the budget from the EAV, from the payroll plan received from Chief, did a spreadsheet, these numbers will collide in 7-9 years. These packets will help with the strategic plan. [Guddendorf] taxpayers need to know how the TIF district effects the fire district. [Perkins] doesn’t believe most taxpayers know how the fire district gets their revenues. Discussion continued on strategic planning.

Report from Chief and Command –

Calls in January 107 - down a bit from last year.

Quote from Verde Energy Efficiency Experts – this is a grant offered through Commonwealth Edison replacing non-energy efficiency bulbs. Total cost is \$28,248 with incentives of \$20,184.82, leaving the district with a final cost of \$8,063.18. [Perkins] will not get billed until after May 1, the new budget year, so this will be put in the budget. [Guddendorf] do we pay for the electrician [Parson] no, that is included.

This will be approved in the budget next year, [Davis] should say Trustees support this concept.

- Trustees support this concept.

Kane County Chronicle called would like to do an article on the physical fitness of the firefighters. [Perkins] is sure that Pro-Force will be mentioned, wants to make sure trustees are fine with this, we are not endorsing Pro-Force. It was unanimous that the trustees are fine with the article.

Attorney’s report –

Going to have a 2.1 CPI for this levy, unless there is a property tax freeze.

Have not heard anything new from the Appellate Court.

Old Business –

11a – Airport Response and Fees – [Perkins] there needs to be clarification on the contract. [Flaherty] Sugar Grove has not violated the contract, dollars hinge upon vehicle ownership. Suggests get the two fire chiefs together and see what can be done about it. Develop what the relationship is going to be between the fire district and the airport, city and write up new agreement. [Davis] this is a great first step, but this has to go through the City of Aurora.

11b – TIF 2 – Chief, Linden and Fagel met with Eichelberger at Village – no change

11c – Boundary Discussion and Meeting – [Fagel] along with Trustee Guddendorf, met with a trustee from Elburn, was told they will never agree to give up area. Questioned a joint agreement, was told if it is logical with a revenue share.

11d –Generator Service and Testing - Finished – this will be taken off agenda

11e – Station Maintenance - Finished – this will be taken off agenda

11f – Overtime – This is checked on every week, verify OT against sick, vacation, workman’s comp – this will be taken off the agenda

11g – Training of Officers – date for Cornerstone - sending firefighters and officers to Elburn for class – pursuing other classes – this will be taken off agenda

11h – Apparatus Status – Ambulance – Delivery in April – Finished – this will be taken off agenda

11i – Medical Billing – Shawn reviewed the ordinance for revised fees – will be brought up under new business. – Finished – this will be taken off the agenda

11j – Station Remodel – still some tedious projects to be finished – counter tops have been installed - backsplash is being installed – refrigerators ordered and should be here next week

11k – COOP Planning – Expansion of BCs – New Assistant hired and moving forward on the training

11l – Impact Fees – nothing new – keep on agenda

11m – Capital Plan – working on – keep on agenda

[Davis] would like to make an accomplishment list of items that have been completed.

Accomplishment List -

Generator Service and Testing, Station Maintenances, Training of Officers, Apparatus Status, Medical Billing And Overtime (This is checked on every week, verify OT against sick, vacation, workman’s comp)

New Business –

12a – Ordinance 2018-01 Revision Schedule of fees for EMS - Going to a flat fee of \$1500 for ambulance calls with \$12.00 per mile for transports.

It was motioned by Guddendorf and seconded by Fagel to:

‘Approve Ordinance 2018-01 Revision Schedule of fees for Emergency Medical Services’

Roll call vote – Motion carried

[Fagel] inquired about harassment training. [Perkins] explained the process that is set up for SGFD in Target Solutions. [Guddendorf] would like all the Trustees to participate in the training. [Perkins] will have trustees added to target solutions for access to harassment training.

12b – Strategic Plan- [Perkins] explained Expectations of Community and Capital Plan [Fagel] suggested to create a work session for trustees [Guddendorf] suggested to wait until next month, to give time for drafts to be done. Tabled for March meeting.

12c – TIF Fees- [Fagel] should SGFD send a letter/resolution to the VOSG regarding impact fees in a TIF. [Flaherty] advised it would be a Capital Cost Reimbursement. [Guddendorf] finish Strategic Plan, then put together a letter to VOSG regarding TIF/Impact Fees.

12d – Denial of additional fees by VOSG- 12c and 12d conversations combined.

12e – Non-Automatic Extension of Employment Agreement- [Blankenship] evergreen clause no longer in contract - would like to add a third year to Perkins contract. Tabled until after closed session.

12f – Surplus Property- Radio from Parson’s car. [Perkins] inquired about when to ask for surplus

[Flaherty] advised if something has no value/broken throw it away, if a capital asset declare it surplus.

It was motioned by Fagel and seconded by Linden to:

'Declare [the Kenwood Brank TK790/890, Ser#71000322] Surplus'

Roll call vote – Motion carried

It was motioned by Blankenship and seconded by Davis to:

'Go in to closed session at 7:29pm for discussion of performance/goals on specific employee of District, Contract Negotiations with Local 4748 and Discussion on the Non-Automatic Extension of Employment Agreement'

Roll call vote – Motion carried

It was motioned by Guddendorf and seconded by Blankenship to:

'Go back in open session at 9:14pm'

Roll call vote – Motion carried

Discussion was made to direct the attorney to look at revising the Chief's contract for review by the board.

This direction was motioned by Blankenship and seconded by Fagel.

Roll call vote – Motion carried

ANY OTHER MATTERS THAT MAY LAWFULLY COME BEFORE THE BOARD

None

Public to Address the Board

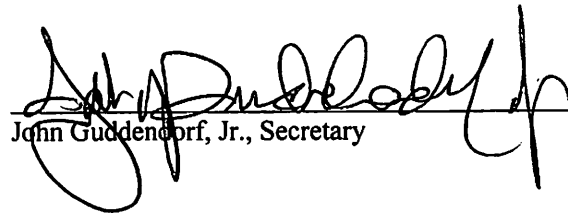
None


It was motioned by Blankenship and seconded by Linden to:

'Adjourn at 9:15pm'

Roll call vote – Motion carried

Respectfully submitted,


John Guddendorf, Jr., Secretary


Paula Lacey, Recording Secretary

OUR Board role is to govern and provide fiduciary oversight for the community we serve.

- We make decisions based on facts and for the community greater good.
- Things we do are not personal, but professional for our community.
- We do not want to miss any opportunities for providing all risk- all hazard emergency services for the people we serve.
- We must strive to provide for the safety, education and training for those that serve our community.
- Questions are asked, so that we exercise our responsibility to the community, which is greater than any one person.
- Over the last several months, we, as a board have been exploring, researching and doing the best we can for our community.
- Our work is not limited to one night a month, we all work many hours away from the meeting night.
- We ask difficult questions, but, as a team, we provide guidance and governance.
- We are concerned about our revenue stream, the situation with growth, resources and our ability to serve our community with caps applied by others.
- We look at expenses, income and the ability to serve when we have several TIF's and no impact fees since 2004, after several requests for relief from VSG
- We must evaluate all contracts, be it intergovernmental, or other obligations.
- We must be cognizant of our revenue constraints.
- Tax law changes will limit our customers desire to have any increases in Real Estate Taxes
- Several area departments are running funding referenda
- Our strategic plan must be forward leaning based on the facts at hand
- Our Capital Plan must be aware of these obligations and fiscal restraints as well.
- Boundary agreements, neighbors do not want to give up any territory
- As our community grows, we are trying to provide a service that is adaptable, flexible and operational to meet the needs of our community
- Running the numbers at the current rate of CPI and percentage, our spend rate and income rate may collide in 7 to 9 years.
- It is our job, our sworn duty, to be prepared for that eventuality.
- Questions we ask are for the community, and we will continue to look, learn and make sure we are on track.
- It's not personal, it's professional.
- And for the people that call our community home.
- It's not US versus them, it's US working for ALL.

Mike Fagel February 19, 2018