

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

DATE: November 20, 2017
TIME: 6:00 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 John Motylinski

The Pledge of Allegiance was recited.

Roll Call – Davis absent.

Approval of Minutes-

It was motioned by Blankenship and seconded by Guddendorf to:
'Approve October 12, 2017 open session meeting minutes'

Roll call vote – Motion carried

It was motioned by Guddendorf and seconded by Fagel to:
'Approve the October 12, 2017 closed session meeting minutes and '

Roll call vote – Motion carried

It was motioned by Linden and seconded by Fagel to:
'Approve October 16, 2017 open session meeting minutes'

Roll call vote – Motion carried

It was motioned by Blankenship and seconded by Guddendorf to:
'Approve the October 16, 2017 closed session meeting minutes and '

Roll call vote – Motion carried

It was motioned by Guddendorf and seconded by Blankenship to:
'Approve October 23, 2017 open session meeting minutes'

Roll call vote – Motion carried

October 23, 2017 closed session minutes will be approved at the next meeting.

Treasurers Report –

Operations Account – \$3,023,629.30, Capital Account - \$962,707.23, Total \$3,986,336.53

Discussion on Workers Comp.

It was motioned by Guddendorf and seconded by Fagel to:
'Accept the November 2017 Cash Balances and Budget vs Actual Reports'

Roll call vote – Motion carried

Expenditures –

Chase Checking - \$281,239.16, Chase HRA - \$1,062.22, Total expenditures \$282,301.38.

Questions were asked and answered on Youngren's, Weblinx, Ins. Refund, NIPSTA and Kidde.

It was motioned by Fagel and seconded by Linden to:

‘Approve the Expenditures for November 2017 in the amount of \$282,301.38‘

Roll call vote – Motion carried

Consent Items –

Foreign Fire

Olmstead TV - \$1800 – New TV for Day Room

Stevens Silk Screening - \$3,867.50 - Long Sleeve T-Shirts

Stevens Silk Screening - \$625.00 – Baseball Hats

It was motioned by Fagel and seconded by Guddendorf to:

‘Approve the Consent Agenda for October 2017‘

Roll call vote – Motion carried

Correspondence –

Fagel stated that there was a seminar at the station on Friday that was attended by 52 people, including Chief Perkins and BC Warner. It was widely accepted, although no local fire departments attended.

Report from Chief and Command –

94 Calls – 100 over for the year.

Monthly report – most is update from weekly reports. Waiting on Fire Commissioners to schedule meeting, to ratify final eligibly list.

PJ Foster - will be out on Dec 7 at 9am.

Living Quarters – Tile is in – Cabinets next, then counter tops.

POC's – in academy doing well.

Workers Comp - One FF on Workmans Comp – return early July. One returned in October. One out on previous injury, waiting on results from IME.

Training – Capt. Wade attended 5-day Fire Ground Officer Training.

Attended both TIF review meeting – issues with what they want in TIF – Both accounts are in the negative.

Property on Bliss – Gentlemen across from property would like to know if we would like to sell. Guddendorf stated No, there is no sense in getting rid of it – discussion ended.

Attorney's report –

Appellate Court – Discussion was held on the Appellate Court decision – ordered the matter back to the pension board – but excluded 3 of the 5 members on the board as possible adjudicators for a new hearing - would not be able to open a meeting without a quorum, filing a motion for reconsideration.

Old Business –

11 a) **Airport Response Fees** - nothing new.

11 b) **TIF #2**- covered already.

11 c) **Boundary Discussion** - Schedule meeting after the Holidays.

11 d) **Generator Service and Testing** - AC Parson waiting on names from Fagel.

11 e) **Station maintenance** – Roof Leak – This has been fixed.

11 f) **Overtime** – Trying to minimize.

11 g) **Training for Officers** – covered.

11 h) **Apparatus Status** – 902 pumping bag needs replaced.

11 i) **Medical Billing** – Rate Structure - would like Pat Mannix from Andres on the agenda next month – to explain what is happening in the ambulance billing process. [Fagel] after speaking with Chief and Paula, would like to stay with this company [Perkins] yes, we had them out and discussed issues, and would like to give them a chance, would like them out to explain the issues on raising the rates. [Fagel] Linden would like to have another company out [Perkins] Pat is coming out to talk about our rates. [Guddendorf] you are trying to see if we are netting the maximum amount we can get. [Blankenship] other departments charge the same whether BLS or ALS. [Perkins] yes, you still have a staffed ambulance whether it is ALS or BLS. [Fagel] these are two different issues, three months ago there was dissatisfaction with them. [Perkins] this was discussed and we are satisfied that they will do what was discussed. [Perkins] there was a breakdown on communication and we have fixed that. [Guddendorf] would like to see data that shows

we need to increase our costs. [Blankenship] when it comes to the citizens, they won't be paying anymore. [Guddendorf] wants to see it on paper – justify the rate hike. [Fagel] Let's have him in December and reserve January in case we want to bring someone else in.

11 j) **Station Remodeling** – covered.

11 k) **COOP Planning** – covered.

11 l) **Impact Fees Fire District** – [Fage] after speaking with Brent last week, feels village does not care what our costs are, or has any interest in helping the district with our fees or fee structure. They maintain that if they allowed our rates to go up that would affect people coming into the community. [Perkins] they repealed the impact fees, they went down, and commercial property went away. [Fagel] could we get impact fees for remodels at the airport [Perkins] no, only new buildings. – Discussion continued on impact fees from TIF districts. [Fagel] can we impose a special fee on a high occupancy facility. [Perkins] if it can be funded through the TIF. [Fagel] can we develop a document for the village for the TIF [Guddendorf] this is the reason we need a strategic plan. – Discussion continued on the strategic plan. [Fagel] we will get the documents and approach them again. [Next meeting with Shawn and Brent, Guddendorf requests to attend].

11 m) **Additional Administrative Assistant**- come back to after closed session.

11 n) **Draft Board Policy Manual** – [Attorney Motylinski] added FOIA Policy – drug and alcohol policy – email and internet policy – information security policy – conflicts with policy and collective bargaining agreement – electronic handling procedure vehicle policy – policies and procedures for traveling. Everything else is more or less of an update. There are 312 pages. [Blankenship] is there insurance that covers hacking [Perkins] will look into it.

New Business –

Repealing Ordinances 201201, 2011-06 and 98-05 – Imposing Fees for District Services to Non-Residents.

[Attorney Motylinski] This version is an updated one, improving the old ones. Two legislative sessions ago, the general assembly amended the non-resident fee structure – it went from \$250 per vehicle per hour to \$250 per hour, striking out the 'per vehicle'.

It was motioned by Fagel and seconded by Blankenship to:

'Approve Ordinance 2017-01 Repealing Ordinances 201201, 2011-06 and 98-05 – Imposing Fees for District Services to Non-Residents'

Roll call vote – Motion carried

It was motioned by Fagel and seconded by Guddendorf to:

'Go in to closed session at 7:18 for Discussion of Performance/Goals on Specific Employees of the District, Contract Negotiations with Local 4748 and Section 2(C)(1) Discussion of Appointment and Compensation of Specific Employees of the District'

Roll call vote – Motion carried

It was motioned by Blankenship and seconded by Fagel to:

'Go back in open session at 9:17'

Roll call vote – Motion carried

No action taken in closed session

Going to 11 m) on the agenda – Appoint Additional Administrative Assistant

It was motioned by Fagel and seconded by Guddendorf to:

'Hire an additional administrative assistant and if additional admin assistant causes vacancy in full time staff, to give authority to Chief to go to commissioners to fill full time position'

Fagel – Yes, Guddendorf – Yes, Blankenship – Abstained, Linden – Yes, – Motion carried

ANY OTHER MATTERS THAT MAY LAWFULLY COME BEFORE THE BOARD

None

Public to Address the Board

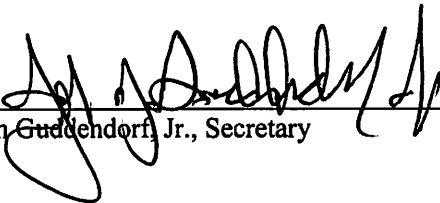
None

It was motioned by Linden and seconded by Blankenship to:

“Adjourn at 9:18pm”

Roll call vote – Motion carried

Respectfully submitted,



John Guddendorf, Jr., Secretary



Paula Lacey, Recording Secretary