

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

DATE: October 15, 2018
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 Shawn Flaherty

The Pledge of Allegiance was recited.

Roll Call – Blankenship, Davis, and Guddendorf present. Linden absent, Fagel absent (deployed).

It was motioned by Guddendorf and seconded by Davis to:
'Appoint Trustee Blankenship as President Pro-Tem'

Roll call vote – Motion carried

It was motioned by Guddendorf and seconded by Blankenship to:
'Appoint Trustee Davis as Treasurer Pro-Tem'

Roll call vote – Motion carried

At this time President Blankenship requested that Andy Miriani of Miriani and Associates be allowed to present his findings on the 207-2018 Annual Financial Report.

Andy Miriani explained the Annual Financial Report. Trustees questioned if we are funding the pension accordingly. The district is funded at 77%, state average is 55%.

It was motioned by Davis and seconded by Guddendorf to:
'Accept the Annual Financial Report for the FY 2017-2018 as presented'

Roll call vote – Motion carried

Approval of Minutes-

It was motioned by Guddendorf and seconded by Davis to:
'Approve the September 17, 2018 open session meeting minutes'

Roll call vote – Motion carried

It was motioned by Davis and seconded by Guddendorf to:
'Approve the September 17, 2018 closed session meeting minutes and keep them closed'

Roll call vote – Motion carried

Correspondence –

Trustee Guddendorf extended his thanks to a job well done by the firefighters, at the Open House, on the car extrication and the step by step narrative, which was very educational.

Treasurers Report –

Operations Account – \$2,938,964.44, Capital Account - \$ 1,008,279.95, Total \$3,947,244.39
At 40%, just below where we should be at this time.

It was motioned by Guddendorf and seconded by Davis to:
'Accept the September 2018 Cash Balances and Budget vs Actual Reports'

Roll call vote – Motion carried

Expenditures –

Chase Checking - \$350,317.46, Chase HRA - \$3,730.90, Total expenditures \$354,048.36

Blankenship inquired if all vehicles are finished. Chief stated they are complete.

It was motioned by Davis and seconded by Guddendorf to:

‘Approve the Expenditures for September 2018 in the amount of \$354,048.36’

Roll call vote – Motion carried

Trustees Report – Trustee Guddendorf inquired about the paperwork from N. Aurora. Chief stated he will contact Chief Lambert.

Report from Chief and Command –

Calls down from last year

Monthly report given to trustees – compilation of weekly reports already given to trustees

Chief extended a thank you to AC Parson and the rest of the crew for a job well done on the Open House

Chief talked about the fire training center – would like board to give him permission to compete a special use permit. Board authorized Chief to complete the special use permit, it will also be on the agenda next month.

Attorney’s report –

Nest month the Tax Levy will be on the agenda. The Board will not need to do a Truth and Taxation.

Supreme Court turned down hearing the Naden case. Will come back to Pension Board, meeting on Oct 29, at 8:00am.

Old Business –

11a) Airport Response Fees - nothing to report

11b) TIF/Impact Fees - nothing to report

11c) Boundary Discussions and Meetings - this will be taken off the agenda

11d) COOP Planning - ongoing process

11e) Capital/Strategic Plan is complete – Capital Plan part is complete and will be taken off the agenda – Strategic Plan ongoing

11f) Side Letter Agreement with Local 4748 - this will be discussed in closed session

New Business –

12a) Treasurers Annual Statement of Receipts and Disbursements – this is a yearly report that has to be published and filed with the county.

It was motioned by Guddendorf and seconded by Davis to:

‘Approve the Annual Statement of Receipts and Disbursements’

Roll call vote – Motion carried

12b) Annual Financial Report for FY2017-2018 - this was moved to the beginning of the meeting

12c) Health Care Insurance Broker – Discussion was held on the current broker Better Business Planning and DigitalOne. Trustee Davis wants it noted that he works for CVS who bought Aetna and he does not want this to be a conflict. Chief Perkins stated this is only for the broker, it is not about the insurance plan/company, and we are keeping our plan with BCBS. After some discussion it was decided to give DigitalOne the opportunity to broker our health care services.

It was motioned by Blankenship and seconded by Davis to:

‘Allow Chief to change insurance brokers’

Roll call vote – Motion carried

12d) Listing of Apparatus for Sale – was given appraisals and listing agreement on four vehicles – Brush truck will not be sold until we get another one in house. Would like to list three to see if we get any offers. Guddendorf would like to know if we could do better doing it ourselves – the answer to that was no. Blankenship wanted to know if we are held harmless – Flaherty stated the bill of sale will have information stating that it is ‘as is’. Chief Perkins would like authorization to enter into a sales agreement with Fire Truck Resource (FTR) for the two ARFF trucks and Rescue Squad.

It was motioned by Davis and seconded by Blankenship to:

‘Follow through with entering into a sales agreement with FTR for the two ARFF trucks and Rescue Squad’

Roll call vote – Motion carried

12e) Resignation of Employee – Jason Nichols took a job out of state. District wishes him the best of luck.

It was motioned by Guddendorf and seconded by Blankenship to:

‘Accept the resignation of Jason Nichols’

Roll call vote – Motion carried

12f) Firefighter/Paramedic Vacancy – with the resignation of Jason Nichols there is now an open position for a Firefighter/Paramedic. Chief needs the Board to authorize the Commission to fill the vacancy, allowing Chief to go through the list, do background checks, and hire the next appropriate candidate.

It was motioned by Blankenship and seconded by Davis to:

‘Allow the Commission to fill the Firefighter/Paramedic vacancy’

Roll call vote – Motion carried

It was motioned by Blankenship and seconded by Guddendorf to:

‘Go in to closed session at 6:51pm for discussion of Side Letter Agreement with Local 4748, 6-Month Review of Closed Session Minutes, and Appointment/Employment of Specific Employees of District’

Roll call vote – Motion carried

It was motioned by Blankenship and seconded by Guddendorf to:

‘Go back in open session at 7:24pm’

All in favor

13a) Side Letter Agreement with Local 4748 - no action taken

13b) 6-Month Review of Closed Session Minutes - all minutes to remain closed

13c) Appointment/Employment of Specific Employees of District - no action taken

ANY OTHER MATTERS THAT MAY LAWFULLY COME BEFORE THE BOARD

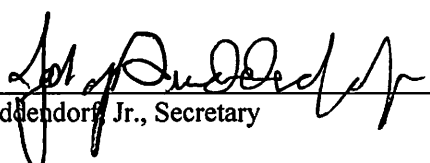
Chief Perkins will be out of town from November 11 – 16, he will have contact with Paula and the BCs during that time.

It was motioned by Blankenship and seconded by Davis to:

“Adjourn at 7:25pm”

All in favor

Respectfully submitted,



John Guddendorf, Jr., Secretary



Paula Lacey, Recording Secretary