

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

DATE: May 18, 2020
TIME: 5:36 pm
PLACE: Sugar Grove Fire Station

Board of Trustees: David Blankenship - President
John Guddendorf, Jr. - Secretary
Harry Davis - Treasurer
Mike Fagel – Trustee
Tim Cicero - Trustee

GUESTS: Chief Perkins, Attorney Shawn Flaherty

The Pledge of Allegiance was recited.

Roll Call – All Trustees present

Public to Address the Board - None

Approval of Minutes-

It was motioned by Fagel and seconded by Guddendorf to:
'Approve the February 17, 2020 open session meeting minutes'

Roll call vote – Motion carried

It was motioned by Guddendorf and seconded by Davis to:
'Approve the February 17, 2020 closed session meeting minutes and keep them closed'

Roll call vote – Motion carried

Treasurers Report –

February 2020 Operating Fund- \$2,530,671.49, Capital Account- \$1,047,417.66, Total - \$3,578,089.15

It was motioned by Guddendorf and seconded by Cicero to:
'Approve the February 2020 Cash Balances and Budget vs Actual Reports'

Roll call vote – Motion carried

March 2020 Operating Fund- \$2,354,024.72, Capital Account- \$1,045,732.66, Total - \$3,399,757.38

It was motioned by Guddendorf and seconded by Davis to:
'Approve the March 2020 Cash Balances and Budget vs Actual Reports'

Roll call vote – Motion carried

April 2020 Operating Fund- \$1,796,650.40, Capital Account- \$1,442,656.38, Total - \$3,239,306.78

It was motioned by Cicero and seconded by Fagel to:
'Approve the April 2020 Cash Balances and Budget vs Actual Reports'

Roll call vote – Motion carried

Expenditures-

February 2020 - Chase Checking- \$217,645.69 Chase HRA-\$13,238.47, Total Expenditures-\$230,884.16

Questions: Cicero - roof repairs, Chief - leaks in the roof, expect more from this rain.

It was motioned by Guddendorf and seconded by Davis to:

‘Approve the Expenditures for February 2020 in the amount of \$230,884.16’

Roll call vote – Motion carried

March 2020 - Chase Checking- \$213,457.94 Chase HRA-\$5,873.39, Total Expenditures-\$219,331.33

Questions: Cicero – NAPA, Moran - preventive maintenance. Guddendorf – mechanic charges comparable, Chief - considerable savings having mechanic. Cicero – Wheel lifts, are we splitting that with N. Aurora, Chief stated he talked with Ryan and will work it out, but there are screens that need to be replaced and N. Aurora may pick up repairs on those, waiting for price.

It was motioned by Cicero and seconded by Fagel to:

‘Approve the Expenditures for March 2020 in the amount of \$219,331.33’

Roll call vote – Motion carried

April 2020 - Chase Checking- \$190,792.19 Chase HRA-\$6,669.85, Total Expenditures-\$197,462.04

Questions: Cicero – cardmember services, Chief – that’s the credit card, about \$3200 of that is for the N95 surgical masks.

Cicero – parts for the telehandler, Chief – sent it to Midway, had to take it apart to see what was wrong with it, fixed some, the remainder of the cost is on the consent agenda for today to finalize the remainder of it being fixed.

It was motioned by Cicero and seconded by Guddendorf to:

‘Approve the Expenditures for April 2020 in the amount of \$197,462.04’

Roll call vote – Motion carried

Consent Agenda

Midway Industrial – Repair Telehandler – \$3,157.80

3G Safety – Dock for Drager, Pressure regulator – \$5 216.10

Cicero – are they confident on the price at Midway Industrial – the site they went on, can get parts for cheap.

It was motioned by Cicero and seconded by Fagel to:

‘Approve the Consent Agenda Items for May 2020, in the amount of \$8,373.90’

Roll call vote – Motion carried

Trustees Report –

Blankenship – as long as there is a quorum, meetings will be held on the normal dates and time. Unless there are extreme circumstances.

Report from Chief and Command -

February 86 calls, March 99 calls, April 74 calls. Not much change in February and March. April down about 25% percent. Chief stated between Kane and Kendall all are down from previous year. Questions asked and answered on PPE, positive tests on COVID patients. Guddendorf questioned how the ambulance is disinfected,

it is sprayed with isopropyl alcohol. Cicero questioned if we are contacted if a transport is positive – yes, it is supposed to go through Kane County Health Department, who then contacts Tri-Com who gives us a list. Monthly report is in packet. Questions asked on 901 – because of COVID – this has been delayed. Status of training facility – turned in for the Kane County Grand Victoria grant for \$98,300, on May 14, they went over all requests – they have about \$2,000,000 worth of requests with \$800,000 to disburse. Whether the district gets the grant or not, the building will proceed with construction. Discussion continued on the closings of public buildings. Utility truck – Moran will be picking up – Guddendorf questioned if it gets stored here or with N. Aurora – Chief talked to Attorney Flaherty about insurance – Perkins will talk with Lambert about expenses – Guddendorf questioned how it is labeled. Cicero questioned if we have anyone in the academy – Chief stated we had one graduate out of NIPSTA – one was a week in when it got cancelled – they have resumed classes today. Cicero questioned how many POCs we have – Perkins stated that we have around 14.

Attorney’s report –

General Assembly to meet again on Wednesday - Special sessions – COVID related, Fixing Bills that are expiring, Grants - money for infrastructure, and Budget. Pension Board is meeting on the 26th.

Old Business –

Door Access – on hold

TAHPI- On hold

New Business-

Engagement Letter with Sikich – this is the annual renewal with Sikich.

It was motioned by Fagel and seconded by Cicero to:

‘Approve Engagement Letter with Sikich’

Roll call vote – Motion carried

Engagement Letter with Lauterbach & Amen – this is for our audit. They increased a bit, went out and got quotes, Lauterbach & Amen still better price.

It was motioned by Fagel and seconded by Davis to:

‘Approve Engagement Letter with Lauterbach & Amen for \$8,250’

Roll call vote – Motion carried

2020-2021-Budget and Appropriation – Discussion was held on the budget.

Closed Session

It was motioned by Guddendorf and seconded by Davis to:

‘Go into closed session at 6:45pm’

Roll call vote – Motion

Open Session

It was motioned by Blankenship and seconded by Fagel to:

‘Go back into open session at 7:52pm’

Roll call vote – Motion

Action on closed session items-

Salary Schedule -

It was motioned by Fagel and seconded by Guddendorf to:

‘Approve Exhibit A – Effective May 1, 2020’

Roll call vote – Motion

Chief's Salary – Blankenship stated that Shawn will provide comps of neighboring chiefs salaries.

Harry motioned after obtaining additional compensations, in one month, vote and decide and potentially change the process going into the following year, this will be addressed in the coming month.

Blankenship questioned Davis that he wants to wait for compensation. Fagel questioned if they are waiting for comps provided by Shawn, for salary adjustment. Davis stated that they are going to discuss this at the next meeting when they get comps and address it next month.

It was motioned by Davis and seconded by Fagel to:
'Postpone Chiefs raise until next month based on comp review'

Blankenship stated it should be retro to today, Fagel stated May18, Chief indicated his contract ended May 1. Blankenship stated to May 1 then. Shawn stated to make sure that is put on the motion next month.

Roll Call - Davis-Yes, Fagel-Yes, Blankenship-Abstain, Cicero-Yes, Guddendorf-No.

Blankenship asked Chief Perkins to have the jump drives for the trustees by next week.

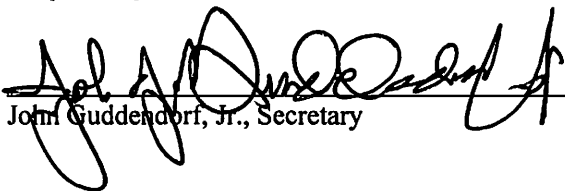
ANY OTHER MATTERS THAT MAY LAWFULLY COME BEFORE THE BOARD

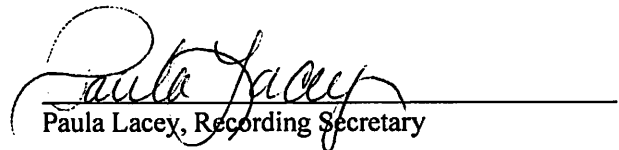
None heard.

It was motioned by Blankenship and seconded by Davis to:
"Adjourn at 8:05pm"

Roll call vote – Motion carried

Respectfully submitted,


John Guddendorf, Jr., Secretary


Paula Lacey, Recording Secretary