

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

DATE: June 15, 2020
TIME: 5:30 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 – Trustee Blankenship – Absent

It was motioned by Guddendorf and seconded by Cicero to:
'Appoint Mike Fagel as President Pro-tem'

Roll call vote – Motion carried

Public to Address the Board - None

Approval of Minutes-

It was motioned by Guddendorf and seconded by Cicero to:
'Approve the May 18, 2020 open session meeting minutes'

Roll call vote – Motion carried

It was motioned by Cicero and seconded by Guddendorf to:

'Approve the May 18, 2020 closed session meeting minutes and keep them closed'

Roll call vote – Motion carried

Correspondence –

Trustee Davis gave the minutes from the Aurora Airport to the Chief.

Fagel – has been appointed the FBI Sector Chief for the Emergency Services Sector for the Chicago Region.

He will be a liaison between the FBI, public and private agencies, effective June 1st. Cicero questioned what he will be doing. Fagel stated he will field questions from the FBI agents about various critical infrastructure elements, Police, Fire, EMS, 911 and the associated infrastructures. He will work remotely.

Treasurers Report –

Operating Fund- \$1,805,295.01, Capital Account- \$1,439,107.11, Total - \$3,245,032.12

Guddendorf questioned real estate taxes, will this hurt the district in paying the bills. We got the notice that 1.4 million will be deposited this week; Escrow – about 55% in Kane County. Fagel questioned how other departments, agencies are handling revenue shortfalls. Chief stated he thinks municipalities will hurt the most; we rely on property taxes, not business taxes. Discussion was brought up on the budget and numbers. Chief states he has 35% of operating revenue in reserves. Fagel would like to see an extra 5% more in reserves. Guddendorf thinks 35% is overly cautious and does not think putting almost 50% in is a good idea. Guddendorf questioned the fuel, Chief stated that he makes sure he is covered. Discussion continued.

It was motioned by Fagel and seconded by Guddendorf to:

'Approve the May 2020 Cash Balances and Budget vs Actual Reports'

Roll call vote – Motion carried

Expenditures-

Chase Checking- \$228,885.76 Chase HRA-\$2,492.59, Total Expenditures-\$231,378.35

Cicero questioned:

Bunker boots and consent agenda. Chief stated that he puts anything over \$1000 on the consent agenda so the trustees are aware it was spent, sometimes it is an advance, sometimes it is in arrears.

Star-Com radios for Bat 9 – Chief stated this is the last one to get installed.

Medications for ambulance, do we get this back– Chief stated no, there are certain medications that we pay for.

Dynegy – Chief stated this is the electric.

Metronet – what are we paying for now – Chief stated internet.

It was motioned by Cicero and seconded by Fagel to:

‘Approve the Expenditures for May 2020 in the amount of \$231,378.35’

Roll call vote – Motion carried

Consent Agenda

Air One – 3 sets of Bunker Boots - \$1,290.00

It was motioned by Cicero and seconded by Davis to:

‘Approve the Consent Agenda Items for June 2020, in the amount of \$1,290.00’

Roll call vote – Motion carried

Trustees Report –

Cicero saw that Alison is back and Kit is also – just wanted to say welcome back. Alison will give chief her schedule when she gets it.

Cicero – back concrete - Chief wants to address it when the building bond is paid off – one more year.

Estimate is over \$100,000.

Fagel – gave a seminar to police departments last Monday, just a ratification, approved by the FBI and the EEO.

Report from Chief and Command –

Monthly report in packet.

May 105 calls – higher than May of 2019.

Did not get the riverboat grant for the training facility – moved money into the capital fund to complete this project. Would like to put the bid packet together – could take at least 30 days. Guddendorf questioned if we have to run anything over with the planning commission or Village. Chief states we have to get a permit but does not feel will have a problem.

Fagel questioned if we can talk to Aurora, Bristol Kendall, Elburn, Montgomery, N. Aurora, Oswego, Batavia, Big Rock, and other agencies we can talk to with our radios – Chief stated no one can talk to Aurora except Naperville – we do have a radio we can talk to on – all the Star-com radios are dual-band, so we can talk to Bristol Kendall, Oswego, KaneCom, Batavia and Montgomery, N. Aurora, all the Tri-cities and Elburn – the only issue is when Oswego and BK come to help us there was going to be a patch, but they found out when they do that patch, it locks up the console for them to tone out any other fire department. So, now when it is toned out it will be repeated by the dispatcher simulcasting on StarCom and the VHF frequency, and depending on how busy it is, the police dispatcher will patch the two channels on that console. Discussion continued. Chief would like to get the specs on the training facility. This was unanimously agreed upon.

Attorney’s report –

General Assembly passed the budget –

Workers Comp is going to be presumptive for COVID

PEDA – Bill to extend to 14 months if missing appointments because of COVID

Openings Act Change – Permanent ability of the board to have meetings electronic, provided there is a state or local declaration of disaster, that the President of the Board makes a finding that it is not convenient to hold a meeting live and in person. All votes must be roll call vote.

Agency Finding 250 million of Federal money that the states must pass to local governments. The states are the beneficiary, to hand it out. Most goes to counties and Chicago.

Flaherty congratulated Chief on getting his Chief Fire Officer certification. The Board also congratulated him.

Discussion was held on trustees' classes, where and how they are going to be handling them. Cicero questioned if he could take the 3-hour class, Flaherty stated it won't help him towards getting certified.

Old Business –

Door Access – on hold

TAHPI- On hold

Budget and Appropriation 2020-2021 – no action to be taken tonight – Budget and Appropriation will be on file in the office for public viewing until we go for the public hearing next month.

Guddendorf questioned if there is anything on there that the Chief wants the board to focus on...Chief stated anything employee related - everyone seemed to be okay with the capital budget – the training facility, Zoll Monitor, one staff car being replaced, HazMat monitors, computer system, door system - the biggest was personnel which would be discussed in closed session.

New Business-

Discussion of and Possible Action on an Amendment to the Intergovernmental Agreement for the GEMT Program –

Chief stated this was originally signed last year; now they did an amendment. This act will help make up some of the money we do not get from Medicare – but we pay the state a portion of what we get. If we do not do it we will not get any money. It has to be signed by the President or Protém.

It was motioned by Guddendorf and seconded by Davis to:

‘Approve the Amendment to the Intergovernmental Agreement for the GEMT Program’

Roll call vote – Motion Carried

Discussion of and Possible Action on an Amendment to the Cafeteria Plan, Health Flexible Spending Arrangement (FSA)

We have a Flexible Spending Arrangement that our employees can use for medical or childcare payments. This is completed the first of the year and is good for the year, the only time it can be changed is if there is a life changing event. Some things have changed since COVID, like allowing some OTC medications to be included without a doctor's note – so the IRS has granted employers to allow some changes to be made, not in the normal time frame. This allows employees to sign up for the FSA, increase or decrease the funds they have in there now. We would like to offer to our employees until the end of July to make the changes offered. This also allows the employees to rollover \$550 instead of the \$500 it is now.

It was motioned by Fagel and seconded by Davis to:

‘Approve the Amendment to the Cafeteria Plan, Health Flexible Spending Arrangement’

Roll call vote – Motion carried

Chief gave the trustees their USB drives and explained that there are two for each of them an ‘A’ and a ‘B’. He explained to them what is on there. When he needs to make changes on them, he will swap them out.

Closed Session

It was motioned by Guddendorf and seconded by Davis to:

‘Go into closed session at 6:35pm’

Roll call vote – Motion carried

Open Session

It was motioned by G and seconded by Fagel to:

‘Go back into open session at 8:08pm’

Roll call vote – Motion carried

Action on closed session items-

Chief Salary increase -

It was motioned by Cicero and seconded by Davis to:

‘Approve a 1-1/2 percent increase, with goals for next year’

Roll call vote – Motion carried

ANY OTHER MATTERS THAT MAY LAWFULLY COME BEFORE THE BOARD

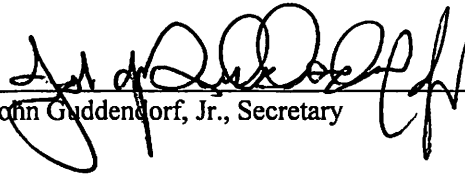
None heard.

It was motioned by Davis and seconded by Guddendorf to:

“Adjourn at 8:11pm”

Roll call vote – Motion carried

Respectfully submitted,



John Guddendorf, Jr., Secretary



Paula Lacey, Recording Secretary