

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

DATE: September 21, 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 –All Trustees Present

Bid Opening – At this time Attorney Flaherty opened the bids – bids were opened in the order they arrived.

Advantage Structures - \$99,087
Swedberg & Associates - \$332,000
Boller Construction - \$360,000
LRC Group - \$249,000

13.F Discussion and Possible Action on the Fire Training Facility, was moved up...

Discussion was held on the detail of the bids, have chief determine which ones are in compliance, come back at the next meeting with the results. Fagel would like to see what they consist of. Davis would like a special meeting to be set after chief reviews them. After much discussion it was decided that after the review of bid packets, it will then be determined if a special meeting will be needed.

It was motioned by Fagel and seconded by Guddendorf to:

‘Authorize Chief to review bid packets for compliance with bid specifications, and report back to board with findings’

Roll call vote – Motion carried

Public to Address the Board - None

Approval of Minutes-

It was motioned by Guddendorf and seconded by Davis to:

‘Approve the August 17, 2020 open session meeting minutes’

Roll call vote – Motion carried

Treasurers Report –

Operating Fund- \$2,587,971.61, Capital Account- \$1,445,246.53, Total - \$4,033,218.14

It was motioned by Guddendorf and seconded by Cicero to:

‘Approve the August 2020 Cash Balances and Budget vs Actual Reports’

Roll call vote – Motion carried

Expenditures-

Chase Checking- \$244,447.26, Chase HRA-\$4,660.55 Total Expenditures-\$249,107.81

It was motioned by Cicero and seconded by Fagel to:

‘Approve the Expenditures for August 2020 in the amount of \$249,107.81’

Roll call vote – Motion carried

Consent Agenda –	
Air One – Hose Replacement	\$4,808.00
Youngren’s – HVAC Maintenance	\$2,500.00
Aurora Truck Center – Rear Brakes 901	\$1,704.85
Motorola – Chargers	\$3,011.25
Total District	\$12,024.10
Foreign Fire	
Rescue Direct – TRT	\$385.95
Rescue Direct – TRT	\$201.95
Rescue Direct – TRT	\$196.02
Rescue Direct – TRT	\$134.95
Steven's Clothing – Caps	\$598.75
Stevens Clothing – Support the Troop shirts	\$2,034.10
Total 2%	<u>\$3,551.72</u>
Grand Total	<u>\$15,575.82</u>

It was motioned by Fagel and seconded by Guddendorf to:
 ‘Approve the Consent Agenda for August 2020 in the amount of \$15,575.82’

Roll call vote – Motion carried

Trustee Report – Trustee Guddendorf stated next month is the 6-month review of closed session minutes, he has marked what he would like to see opened. Trustee Cicero stated Elburn had a fire, Sugar Grove was there, pictures on the website, questioned if we had an engine in quarters while ours was out. Chief stated it depends on availability but will look into it. Trustee Cicero stated he is registered for the Trustee conference in October.

Report from Chief and Command –
 Monthly report in packet. August 109 calls – up 12 from last year - down 50 for yearly total.

Chief Perkins stated that he would like to replace the cabinets, countertop, and flooring in the small break room. There is mold in the back of some of the cabinets, and some of the tiles have had water damage.

Trustee Cicero asked about Kit and his shoulder. Chief Perkins stated it is non-work related and he will be out for about 5 months on sick leave.

Chief Perkins stated the interviews were conducted, he has 10 days for the Final list to be posted, and then he will move through the candidate list.

Attorney’s Report – there will be six days of Legislative Session after the election. Pension Board met and voted for Line of Duty Disability – she will also receive a check from the date she last worked. Board served with litigation – will discuss in closed session.

Old Business –
Door Access – on hold
TAHPI – on hold

New Business –
Audit - Tabled until next month

Treasurers Annual Statement of Receipts and Disbursement – this is a report that needs to be filed every year with Kane County.

It was motioned by Guddendorf and seconded by Fagel to:
 ‘Approve the Treasurers Annual Statement of Receipts and Disbursements for FY2019-2020’

Roll call vote – Motion carried

Exchange Server – this server runs Fire House and all district email accounts. Time to replace before it fails. Would like to have email services hosted by Microsoft Office 365. Question on cost – roughly \$250 a month – no maintenance.

It was motioned by Fagel and seconded by Cicero to:
'Approve email services hosted by Microsoft Office 365'

Roll call vote – Motion carried

Nixel 360 – Chief Perkins had conversation with Chief Rollins, feels this will help us be more proactive with the residents – residents will have the option to opt in – this will keep the residents informed of any emergency situations. First year cost \$3650 – this includes the initial set up. 3-year guarantee at \$3400. Chief Perkins would like to only do one year, to see if it is worth the cost. Discussion was held on the cost and benefits of the program.

It was motioned by Guddendorf and seconded by Fagel to:
'Approve Nixel 360 for one year'

Roll call vote – Motion carried

Surplus Property – Retiring hose – Trustee Cicero stated that he knows a guy that sends these down to Guatemala, they can use them.

It was motioned by Cicero and seconded by Davis to:
'Approve the Retiring Hose as Surplus Property'

Roll call vote – Motion carried

Engine 901 – Additional repairs – The Trustees, Chief Perkins and BC Moran went through the list of additional repairs.

It was motioned by Cicero and seconded by Fagel to:
'Approve an additional \$20,000 (up to a total of \$70,000) for repairs for Engine 901'

Roll call vote – Motion carried

It was motioned by Cicero and seconded by Guddendorf to:
'Go into closed session at 6:53pm'

Roll call vote – Motion carried

It was motioned by Guddendorf and seconded by Davis to:
'Go back into open session at 7:29pm'

No action was taken in closed session.

ANY OTHER MATTERS THAT MAY LAWFULLY COME BEFORE THE BOARD

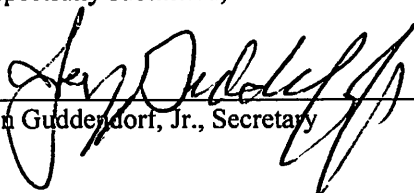
None heard.

It was motioned by Cicero and seconded by Davis to:


'Adjourned at 7:30 pm'

All in favor – meeting adjourned.

Respectfully submitted,



John Guddendorf, Jr., Secretary



Paula Lacey, Recording Secretary