

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

DATE: December 21, 2020
TIME: 5:34 p.m.
PLACE: Zoon meeting

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

Roll Call – All present

Public to Address the Board- None

Approval of Minutes -

It was motioned by Guddendorf and seconded by Davis to:
'Approve the October 5, 2020 open session meeting minutes
with the amendment of adjournment time from 4:45 to 5:45'

Roll call vote – Motion carried

It was motioned by Cicero and seconded by Guddendorf to:
'Approve the October 19, 2020 open session meeting minutes'

Roll call vote – Motion carried

It was motioned by Davis and seconded by Cicero to:
'Approve the October 28, 2020 open session meeting minutes'

Roll call vote – Motion carried

It was motioned by Guddendorf and seconded by Cicero to:
'Approve the November 16, 2020 open session meeting minutes'

Roll call vote – Motion carried

Treasurers Report –

Approval of Cash Balances and Budget vs Actual Reports for October 2020

Operating Fund- \$3,639,593.12, Capital Account- \$1,407,554.81, Total- \$5,047,147.93 Budget vs Actual - 41.1% about 9% under budget currently.

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

Roll call vote – Motion carried

Approval of Cash Balances and Budget vs Actual Reports for November 2020

Operating Fund- \$3,436,239.32, Capital Account- 1,407,554.81, Total- \$4,843,794.13
Budget vs Actual – 46.3% about 11% under budget currently.

It was motioned by Guddendorf and seconded by Fagel to:

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

Roll call vote – Motion carried

Expenditures-

Discussion on rolling both October and November Expenditures into one approval.

October 31, 2020 - Chase Checking- \$249,979.27, Chase HRA-\$1,827.86, Total Expenditures-\$251,807.13

November 30, 2020 - Chase Checking- \$248,456.06, Chase HRA-\$5,043.83, Total Expenditures-\$253,499.89

It was motioned by Fagel and seconded by Cicero to:

‘Approve the Expenditures for October 2020 and November 2020 for a total of \$505,614.26’

Roll call vote – Motion carried

Consent Agenda -

<u>Alexis (Fuel tank/straps)</u>	<u>\$1,611.32</u>
Total Fire Dist.	\$1,611.32
50-Face Masks	\$ 367.47
50- 20 oz Yeti cups	\$2,500.00
<u>2- Water Filling stations</u>	<u>\$2,201.74</u>
Total Foreign Fire	\$5,069.21
 Grand Total	 \$6,680.53

It was motioned by Cicero and seconded by Fagel to:

‘Approve the Consent Agenda Items for November 2020 in the amount of \$6,680.53’

Roll call vote – Motion carried

Trustees Report –

Cicero- complimented the fire district on “Keep the Wreath Red” signage out front and the handling of the Corona Virus pandemic. Also was pleased with A/C Parson on his ongoing participation with grade school fire awareness during Covid precautions.

Davis- making district aware his daughter is starting an internship for criminal justice in Kane County

Fagel- Complimented BC Lopez on his training report.

Report of the Fire Chief

[Perkins] October 2020, 109 calls ran, up 23 from last year. Monthly report is a compilation of weekly reports. Contacted for possible use of a fire bay to administer vaccines to first responders, a liability waiver is needed. Chief complimented staff on the Annual Training Report. Chief started training with the Nixle program. [Perkins] November 2020, 114 calls ran, down 8 from last year.

Attorney’s report –

Nothing to report on litigation. There are 3 dates left for existing Trustee Training.

Old Business –

Updating Door Access Control System – Tabled

TAHPI Program- Name has been changed to Rebound. Chief is going to get more information and requests to remove it as a recurrent item on agenda until further information is available.

New Business-

Discussion and Possible Action on the Time/Day of the Monthly Meeting for 2021.

It was motioned by Fagel and seconded by Davis to:

‘Continue with meetings on the third Monday of every month at 5:30 pm’

Roll call vote – Motion carried

Discussion and Possible Action on Fire Chief Contract

Return to after Closed session. Motion made, see below.

Discussion and Possible Action on Amendment to Section 4.20 of the Board Policy Manual regarding employee’s declination of the Covid-19 vaccination

Form to be added to the Board Policy manual to include the Covid-19 Vaccination and declination form.

It was motioned by Guddendorf and seconded by Fagel to:

‘Approve the amendments to the Board Policy Manual’

Roll call vote – Motion carried

Closed Session

It was motioned by Blankenship and seconded by Davis to:

‘go into closed session at 6:36 p.m.’

Roll call vote – Motion carried

Went into open session at 7:36 p.m.

Action on Closed Session Items

Six-month review of closed session minutes- Tabled

It was motioned by Fagel and seconded by Guddendorf to:

‘Approve the 3-year contract for the Fire Chief with changes to Section 9 of the contract. Changes to be discussed at a special meeting on January 5, 2021’

Roll call vote – Motion carried

ANY OTHER MATTERS THAT MAY LAWFULLY COME BEFORE THE BOARD

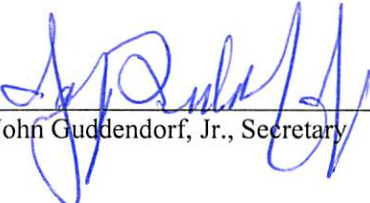
None

It was motioned by Blankenship and seconded by Guddendorf to:

‘Adjourn at 7:45’

Roll call vote – Motion carried

Respectfully submitted,


John Guddendorf, Jr., Secretary


Kellie Blankenship, Recording Secretary via recording