

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

**DATE:** May 17, 2021  
**TIME:** 5:30 pm  
**PLACE:** Sugar Grove Fire Station

**Board of Trustees:** Mike Fagel – President  
Tim Cicero – Secretary  
David Blankenship – Trustee  
John Guddendorf, Jr. – Trustee  
Nicole Lamela – Trustee

**GUESTS:** Chief Perkins, Attorney Shawn Flaherty

**Pledge of Allegiance**

**Roll Call** – Harry Davis absent

**Swearing in of New Trustee** –  
Nicole Lamela was sworn in for a six-year term of office.

**Election of Board Officers** –

It was motioned by Guddendorf and seconded by Dave Blankenship to:  
'Nominate Dave Blankenship as President.'

Roll Call Vote –  
Guddendorf yes, Blankenship yes, Cicero nay, Fagel no, Lamela no – Motion Rejected

It was motioned by Cicero and seconded by Lamela to:  
'Nominate Mike Fagel as President'

Roll Call Vote –  
Cicero yes, Lamela yes, Blankenship no, Fagel yes, Guddendorf no – Motion Carried

It was motioned by Fagel to nominate Guddendorf as Secretary – Guddendorf declined.

It was motioned by Blankenship and seconded by Guddendorf to:  
'Nominate Tim Cicero as Secretary'

Roll Call Vote –  
Blankenship yes, Guddendorf yes, Cicero nay, Fagel yes, Lamela yes – Motion carried

It was motioned by Blankenship and seconded by Guddendorf to:  
'Nominate Nicole Lamela as Treasurer'

Roll Call Vote –  
Guddendorf yes, Blankenship yes, Cicero nay, Fagel no, Lamela nay – Motion Rejected

Trustee Fagel nominated Dave Linden as Trustee – as allowed by the Fire District Act, Fagel stated he asked Shawn for copies of it, it is all in the book, Dave is a citizen of the community who has been on the board for 3 terms. Shawn Flaherty stated he is allowed as long as no one on the Board wants to serve as Treasurer. Shawn stated you can have a member of the community serve if no one on the Board wants too, it is not common, but it is not unlawful. Cicero stated he would be for it if the other two trustees (Blankenship, Guddendorf) did not want to be. Cicero just wanted to make sure before they make a citizen treasurer that no one on the board wanted to take it.

It was motioned by Fagel and seconded by Lamela to:  
'Nominate Dave Linden as Treasurer'

Roll Call Vote –  
Fagel yes, Lamela yes, Blankenship no, Cicero yeah, Guddendorf yes – Motion Carried

Attorney Flaherty stated that the Board should know that Dave Linden is not a voting member, he is just here to sign checks and prepare a Treasurer's report for the Board. Chief questioned if Dave would serve on the pension board. Shawn stated that it is not a qualification of the position. Chief stated Harry was on it. Shawn stated that Harry can stay on as treasurer of the pension board, as he is already a signer on the warrants. Fagel asked if a civilian can serve on the pension board. Shawn stated until Harry resigns there is not a vacancy to fill.

**Public to Address the Board – None**

**Approval of Minutes –**

It was motioned by Blankenship and seconded by Ciceo to:  
'Approve the April 19, 2021 open session meeting minutes.'

Roll call vote – All in favor – Motion carried

It was motioned by Guddendorf and seconded by Blankenship to:  
'Approve the closed session minutes for April 19, 2021 and keep them closed.'

Roll call vote –  
Blankenship yes, Cicero yes, Fagel yes, Guddendorf yes, Lamela abstained – Motion carried

**Treasurers Report –**

**Approval of Cash Balances and Budget vs Actual Reports**

Operating Fund – \$3,145,311.78, Capital Account – \$1,622,299.77, Total – \$4,767,611.55

Chief stated that we are about 16% under budget. Trustee Blankenship told Chief Perkins good job coming in under budget.

It was motioned by Guddendorf and seconded by Blankenship to:  
'Approve the April 2021 Cash Balances and Budget vs Actual Reports.'

Roll call vote – All in favor - Motion carried

**Approval of Expenditures –**

Chase Checking- \$240,652.41, Chase HRA-\$7,286.37, Total Expenditures-\$247,938.78

It was motioned by Guddendorf and seconded by Fagel to:  
'Approve the Expenditures for March 2021 in the amount of \$247,938.78.'

Roll call vote – All in favor - Motion carried

**Consent Agenda –**

Chicago Communications -Starcom Radio and Antenna-\$14,216.83

IFCA-Officer Classes-\$1,000.00

IFCA-Officer Classes-\$3,550.00

Bio-Tron-Communication Board replacement 952 Cardiac Monitor-\$1,933.00

It was motioned by Fagel and seconded by Cicero to:  
'Approve the Consent Agenda Items for April 2021, in the amount of \$20,699.83.'

Roll call vote – All in favor - Motion carried

**Trustees Report –**

Trustee Fagle welcomed Nicole to the Board.

Trustee Cicero welcomed Nicole, thanked Dave and John for their positions on the Board, and wanted to thank Harry Davis for his time on the Board.

Trustee Fagle would like to offer a resolution thanking Harry Davis for his time on the Board, as a Treasurer. Fagle would like to have a plaque. Cicero stated he would like to see a plaque with name plates of the trustees and the years they served.

Trustee Guddendorf stated that there is not going to be a Corn Boil this year. They could not get liability insurance.

**Report of the Fire Chief –** 84 calls – up 40 calls for the year. Narrative report was given to Trustees.

Fagle questioned Chief what he attributed to the 40 more calls. Chief said probably because last year no one called in March.

**Attorney's report –**

Welcomed Nicole and thanked Harry for his service.

Reminded Nicole that she needs the OMA training – Nicole stated she already took that and has a certificate. There is a 12-hour course that she needs to take this year – it is online or live.

SB2150 - Removing Age Exemption of 35 yrs old, for the districts own POCs and Part time to test of Full Time, even if they do not have full time elsewhere. Flaherty stated for a pension standpoint this does not make sense.

HB2784 – Mental Health Bill – change the way mental health calls are dispatched, puts additional requirements on dispatching, limits what kind of calls police would handle, add additional responsibilities and more training for paramedics – this was not unanimously passed, it could go either way.

Next month will report what passed both Houses.

**At this time, the Trustees Moved to Item 15 on the Agenda...**

**Closed Session**

It was motioned by Guddendorf and seconded by Davis to:

‘Go into closed session at 6:00pm for Side Letter Agreement and Compensation of Employees’

Roll call vote – All in favor - Motion carried

It was motioned by Guddendorf and seconded by Cicero to:

‘Go back into open session at 6:58pm.’

Roll call vote – All in favor - Motion carried

**Old Business –**

**Updating Door Access Control System –** We have a meeting scheduled Wednesday with LVS and in the process of scheduling one with ADS. Will report back next month.

**New Business –**

**Discussion of and Possible Action on an Engagement Letter with Lauterbach & Amen –** This is for our yearly audit, cost of \$8,420.00 – there will be a single audit also this year because of the \$1.12mil we obtained from the Corona Virus Relief fund at a cost of \$2,750.00.

It was motioned by Fagle and seconded by Lamela to:

‘Approve the Engagement Letter with Lauterbach & Amen in the amount of \$11,170’

Roll call vote – All in favor - Motion carried

**Discussion of and Possible Action on 2021-2022 Budget and Appropriation**

This is the first draft of the budget – This will be published before the June meeting; it must be published 30 days before it is passed. Trustee Fagel questioned how we are spending money when we have already begun the new year and we have not passed the budget. Chief Perkins explained that we have done this every year, Fire District law states that we must pass a budget by the first quarter of the fiscal year, which would be July. Fagel questioned that in the first quarter we have the hearing posted and enacted so we can spend. Chief reiterated that yes, we do this every year. Fagel stated it was passed on July 20 last year, Chief said yes, as in every year, the hearing is in July. Chief stated it will be on the agenda again in June, if there are any questions. Cicero questioned if we are all in agreement, why not do it now. Chief said that we have to publish it 30 days in advance, that is why it is brought before the board in May, if was brought up in June it would be too late to publish it before the July meeting. Paula will have it published before June 1, showing we have the tentative one posted. Questions continued on the budget including fuel and shipping.

Chief wanted to clarify with the board that we have one final year left on the building, which will be taken directly from the tax distribution and put in the BNY and paid out in two payments.

**Discussion of and Possible Action on Swearing in of New Employees and Promotions –** Trustee Cicero stated that since he has been a Trustee there has not been anything formal for new employees and promotions; Covid is letting up a bit, was wondering how that goes. Chief stated that we do it in the bay, the commission does the full timers, the board has done the POCs in the training room; he understands Covid has let up a bit, but still have to think of family members who might not have gotten the vaccine and could be vulnerable. There is a committee that takes care of that. With the side letter, should hold off to end of June or July.

**Discussion of and Possible Action on Development/Impact Fees –** Trustee Fagel stated that we had an ordinance that was take away in 2004; the Village took our impact fees away, he would like to ask the village to get back involved. Discussion continued on residential impact fees from the village. Fagel stated that from 2004 to 2021 we have not had these impact fees. Chief Perkins stated that the agreement from 2004 that was taken away was for commercial development not residential, and when a development comes in, the dollar amount that was established for the impact fees cannot change. Trustee Fagel stated that he thinks we should fight for funding for our district. Trustee Blankenship stated that Fagel should send a letter to the Village Board and stop rehashing it here. Trustee Fagel brought up annexing anything the village annexes. After much discussion, Trustee Blankenship said Trustee Fagel should draft a letter with his concerns about commercial impact fees and move on to the next item on the agenda.

**Discussion of and Possible Action on Compensation of Employees –** This is Exhibit A that the trustees were given.

It was motioned by Guddendorf and seconded by Fagel to:

“Approve Exhibit A, with changes’

Roll call vote –

Guddendorf yes, Fagel yes, Blankenship abstain, Cicero yes, Lamela yes – Motion carried

**Discussion of and Possible Action on a Side Letter Agreement with Local 4748 –** No action taken tonight

**Discussion on Training Facility Plans –** Soil borings were completed – in the process with concrete companies to get rough quote to see if this is something that needs to be bid. Chief and BC Lopez sat with a gentleman from American Fire Training Systems and hammered out the finalities of the bid spec. Would feel comfortable to put facility out to bid before the concrete is finished. Cicero questioned what he budgeted, chief stated he budgeted \$330,000. Fagel stated wasn't this bid out for 3 cans and \$90,000 a couple years ago. Chief stated it was 5 cans, with no props, no movable walls, no footings, and it was a little over \$100,000. Cicero questioned what the chances of getting it built this year – Chief stated if everything can get done and it gets to bid, it can be around October. Chief stated that he will put a bid bond in, and most will require a staggered payment process. Cicero questioned the building permit, Chief stated once the bidding is complete, then we go for the permit.

Guddendorf questioned if the Engine and ambulance are ordered; Chief stated yes.

**Discussion on Box Cards Updates from March Meeting** - a few changes were made; a lot of information was obtained. Once on paper, you realize things, like how much you are taking from each agency. Working on them daily. Detailed discussion was held on the box cards. Trustee Cicero questioned if these will be completed by the next meeting. Chief stated he will do his best; he does have a family vacation planned between now and the next meeting. Chief stated he will have one more meeting with the CAD Administrator.

**ANY OTHER MATTERS THAT MAY LAWFULLY COME BEFORE THE BOARD**

Fagel stated that he got a letter from a landowner on Prairie street and the description does not match the map; it is a Diehl Road description, and we are a long way from Diehl Road. Chief stated it is the one parcel that is attached to Aurora and that is what they want to de-annex. Guddendorf said it is the last parcel on the south side of Prairie, coming out of the curb.

It was motioned by Fagel and seconded by Guddendorf to:

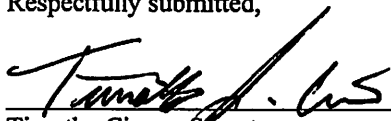
‘Give Chief Perkins a 1.5% increase as of May 1, 2021’

Roll call vote – All in favor - Motion carried

It was motioned by Blankenship and seconded by Lamela to:

‘Adjourned at 7:45pm’

Respectfully submitted,

  
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Timothy Cicero, Secretary

  
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Paula Lacey, Recording Secretary