

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

**DATE:** September 27, 2021  
**TIME:** 5:30 pm  
**PLACE:** Sugar Grove Fire Station

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

**GUESTS:** Chief Perkins, Attorney

**Pledge of Allegiance**

**Call to Order**

**Bid Opening** – Shawn Flaherty opened the one bid that came in. Stryker - in the amount of \$27,523.44. Chief Perkins stated he will continue with this when it comes up on the agenda later.

**Roll Call** – All Trustees Present

At this time Trustee Fagel amended the agenda to move 13. a) up on the agenda.

Jen Martinson of Lauterbach & Amen, LLP presented the Annual Financial Report to the Board of Trustees. Discussion was held on but not confined to assets, fund balance, statement of net positions, day to day operations, and collateralization of accounts. Discussion on capital asset policies – Jen will email sample policies for the board to look at.

It was motioned by Fagel and seconded by Cicero to:

‘Accept the Audit Report as Presented by Jen Martinson of Lauterbach & Amen, LLP’

Roll call vote – All in favor – Motion carried

**Public to Address the Board** – None heard

**Approval of Minutes** –

It was motioned by Guddendorf and seconded by Blankenship to:

‘Approve the August 16, 2021, Open Session Meeting Minutes.’

Roll call vote – Blankenship, Cicero, Fagel, Guddendorf in favor – Lamela abstain – Motion carried

**Correspondence** -

Trustee Guddendorf thanked Trustee Cicero for letting him know the meeting was rescheduled for today. Guddendorf wants all emails to go to his AOL address. Guddendorf stated he is disappointed in how things are going on at the station between the trustees. Discussion continued among the trustees on the roles they play and what their duties are being a trustee for the district.

**Treasurers Report –  
Approval of Cash Balances and Budget vs Actual Reports**

The Trustees were handed a new layout of the Cash Balances and Budget vs Actual Reports, along with the original – the board agreed that they like the newer version of the reports – these reports will now replace the previous ones.

Operating Fund – \$4,022,613.77, Capital Account – \$1,279,781.00, Total – \$5,302,394.77

Discussion was held on investments. It was decided that Chief will have someone from the firms of Sawyer Falduto and PMA at the meeting in November to discuss the districts options.

It was motioned by Cicero and seconded by Lamela to:  
'Approve the September 2021 Cash Balances and Budget vs Actual Reports.'

Roll call vote – All in favor - Motion carried

**Approval of Expenditures –  
Chase Checking – \$247,711.46, Chase HRA – \$1,183.60, Total Expenditures – \$248,895.06**

Trustee Fagel questioned what the next expenditure to budget for is. Chief stated it was in the Capital Plan, it is the concrete in back, and the apparatus floor needs to be redone.

It was motioned by Blankenship and seconded by Guddendorf to:  
'Approve the Expenditures for August 2021 in the amount of \$248,895.06'

Roll call vote – All in favor - Motion carried

**Consent Agenda –**

Harmonic Design	Graphics Package - Tahoe	\$1,525.00
Camz	Lights/Radios Installed - Tahoe	\$4,895.00
The Fire Store	Smoke Generator	\$3,286.76
Midway Industrial	Sizzor Lift	\$8,900.00

Discussion was held on the warranty/year of the Sizzor Lift.

It was motioned by Guddendorf and seconded by Blankenship to:  
'Approve the Consent Agenda As-Is in the amount of \$18,606.76'

Roll call vote – All in favor - Motion carried

**Trustees Report** – Trustee Cicero attended the 911 ceremony here at the station; it was very nice, people from the farmers market came over; it was well received. Mike Fagel spoke at the library, he spent 100 days in NY during that time.

**Report of the Fire Chief** – Call volume is 109 calls for August. A compilation of all the weekly updates is also in there.

**Attorney’s report** – Governors Executive Orders – Two of them, first one on August 27, second one on September 3, second one supersedes the first one; if you are a healthcare worker, including EMS workers, you are required to either get the COVID vaccine or submit to weekly testing; it is an either/or, this is mandated. Chief stated that we have tests, thanks to the Health Dept and Lt. Tindall, so we don’t have to send any of our employees out to get tested, we can do them here. Attorney Flaherty stated that the Federal Government is looking into making all federal employees and any entities that want to receive Medicare/Medicaid and/or federal grants that they would make it a mandatory vaccination, no testing

alternative; this has not come out yet. Discussion continued on how to handle pay/time-off for employees who do not get vaccinated/tested; documentation of vaccinations – BC Wade enters into ESO, documentation of testing – BC Wade enters into IDPH Redcap page.

**Old Business –**

**Vacant Property Lease for Farming, etc.** – Trustee Fagel stated that he went to the assessor’s office about the land, and since there is no building on it, it is no longer exempt; starting next year we will pay \$63 an acre. Trustee Fagel would like this property to be rented, cash rents for farm property is about \$300 an acre; should ask Nichols, the farmer now, if he wants to rent it. Chief Perkins will have AC Parson talk to him. Fagel stated Farm leases are generally Negotiated in November and paid in December – March. Fagel would like to ask Nichols for \$300 an acre.

It was motioned by Fagel and seconded by Cicero to:  
‘Ask Mr. Nichols for \$300 an acre for rent on the property’

Roll call vote – Blankenship Yes, Cicero Yes, Fagel Yes  
Guddendorf No – Lamela Yes – Motion carried

**Airport Response, Fees, Inspections, Training, Update Airport Contract and Review –**

Discussion was held on the contract for the airport – ARFF training – this is an annual training; Chief will contact West Chicago Chief about the ARFF training.

**Training Facility** – Chief Perkins talked with Trustee Bonnie; they will meet in person next week– they are concerned about the aesthetics and how it may impact commercial growth west of the station.

**Power Load** – Bid came in at \$27,523.44 – including the pro-care power load protective service – 7-year unlimited parts, labor, travel with battery coverage for power load – 7-year expected life – warranty starts when delivered, will suspend delivery until ambulance is ready. Two out of the three ambulances will have the power load/power cot.

It was motioned by Guddendorf and seconded by Fagel to:  
‘Accept the bid from Stryker, contingent on compliance with spec, in the amount of \$27,523.44’

**Sale of Apparatus** – Staff car declared surplus – Aurora Township FPD would like to buy it at the listed price of \$10,900.

It was motioned by Fagel and seconded by Lamela to:  
‘Approve the sale of the 2007 Expedition to Aurora Township FPD in the amount of \$10,900’

Roll call vote – All in favor - Motion carried

Attorney Flaherty disclosed that he also represents the Aurora Township Fire Protection District; he will prepare the document and have Chief Perkins work directly with Chief Waterman.

**Swearing In/Promotion Ceremony** – Chief wants to continue to wait until we get a better handle on COVID; once we are comfortable having everyone together. There will not be an Open House this year. Schools will still be done.

**Remote Meetings** – Trustee Fagel questioned that Flaherty stated that this is in our rules. Chief Perkins stated that this is not in the rules, it was discussed but never approved. Cicero stated that Attorney Flaherty said it was policy 2.16 and our policy stops at 2.15. Flaherty stated he must have had a draft that the Board did not approve.

**New Business –**

**Ambulance Billing Rates** – Chief Perkins wanted the opinion if we should increase our ambulance rates; this has no effect on our residents. Trustee Cicero questioned if an outside agency picks up one of our residents, are they responsible to pay that agency – Yes, at an out of district rate. Trustee Fagel questioned what we get back in billing from Andres; there was an issue a few years back – Chief stated that we have a remarkable relationship with them. Chief stated that it looks as though a lot of districts are going with the GEMT rate. Discussion was held again on the cost if a resident is transported by someone other than SGFD. Flaherty stated that most of his districts are going to the GEMT rate. It was decided to have the district raise the ambulance fees to \$2500. Chief will bring the ordinance to next month’s meeting.

Trustee Lamela questioned with Prairie Point opening; do we have an ordinance charging them for lift assist fees. Chief Perkins stated not as of yet. Trustee Lamela has a copy of Batavia’s ordinance for lift assists (see attached). Lamela stated that the way this ordinance is written it is only for facilities with staff on duty. Attorney Flaherty stated he would like to see this and look into it, as they have home rule authority, and we do not, the fire district does not have authority to charge residents for this type of call.

**Approval of the Treasurer’s Annual Statement of Receipts and Disbursements** – Trustee Lamela had some questions on the Treasurer’s report.

It was motioned by Lamela and seconded by Guddendorf to:  
‘Approve the Treasurer’s Annual Statement of Receipts and Disbursements with revisions’

Roll call vote – All in favor - Motion carried

**Health Insurance** – Discussion was held on the increase of our health insurance – Rates went up 15.3%. Over the past 4 years we averaged 7.76%, with one year being 0%. We have a grandmother plan, if we choose to give this up, we can never get it back. SGFD is not required to go to an ACA Plan yet, these plans go up on average 10% a year and deductibles are extremely higher than the ones we have now. Chief stated the renewal will go up per pay period for employee/family about \$25– employee only about \$7. Trustee Fagel requested the rates – Chief will email it to him. Trustee Cicero would like to know if One Digital tried to get this lower – Chief will ask them. This is just informational – does not need approval. This goes into effect December 1.

**2nd Ambulance Calls** – Trustee Cicero requested this – how many calls so far this year for 2<sup>nd</sup> ambulance – Chief stated right now 21 – set on pace for about 60. Cicero would like to have a mutual aid ambulance called – chief stated that we will have lost ambulance revenue, and if we have a mutual aid ambulance transport a resident, they are liable for the full transport fee. Discussion continued including but not limited to when the 2<sup>nd</sup> ambulance goes out –how many times the 2<sup>nd</sup> ambulance went out – when is mutual aid called – how many times we reciprocated mutual aid – additional staffing to staff a second ambulance.

**SOP/SOG Policy Updates** – Trustee Cicero says this needs to be gone over again. Chief stated that he started looking at them a few weeks ago to make sure the review date was on them. Cicero would like the 2<sup>nd</sup> USB updated and given to the trustees if anything is added or changed.

**Review from Outside Consultant of Fire District after 3 Months, to Gain a Base for the Future and Forward Movement of The Fire District** – Cicero stated that Trustee Fagel sent out three different proposals in June, it has been three months since it was talked about. Guddendorf stated it was talked about last month. President Fagel handed out 3 proposals identifying objectives and prices from each company. Trustee Blankenship stood up during discussion, used profanity regarding topics being discussed, ripped up the documents handed to him, and threw them in the garbage can. President Fagel asked Blankenship to please stop using that language while in the open meeting. Blankenship stopped and sat back down. Cicero

stated there is growth in the village – where are we going to be in 5-10 years. Chief Perkins stated that he believes before we bring in anyone from the outside that we should get together as a group – whether it be the members, administration or the board, there should be open communication – work together to get some of these issues worked out. Trustee Guddendorf stated that he put together a 5-year plan. After the much-heated discussion it was decided that the trustees will set up a special meeting.

**Pre Plans for the District** – Chief is researching computer program FLO-MSP.

**CESSA** – Trustee Fagel stated this is a new health law changing the way dispatch is done – this law went into effect August 27 – this will put staff at a higher risk. Chief stated this will limit the amount of involvement law enforcement will have with mental health calls, unless it is a risk to the patient or first responder – a lot of this depends on what the EMS region and Southern Fox Valley Medical System say. Trustee Fagel asked Lt. Tindall what he knows about it – Lt. Tindall stated that the Sheriff’s Office has been working with SFV which is part of EMS Region 9 to develop CIT Training for EMS and Fire Personnel – the Sheriff’s Office currently has 2-full time social workers on staff that respond to calls – SFV is developing a policy and program to meet the CESSA requirements. Trustee Fagel said our crew members are going to be exposed to situations they have not been in before – Attorney Flaherty stated it’s in the statute that there is going to be training – there are different stages, some go into effect 2022, some 2023 – the State and Local Regions are supposed to coordinate this.

**Organization Chart** – this is tabled until the special meeting.

It was motioned by Fagel and seconded by Cicero to:  
‘Go into closed session at 8:15 pm’

Consensus was to go back into open session at 9:15pm.

No action was taken in closed session.

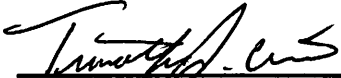
There will be a special meeting on October 4 at 5pm for a Trustee workshop.

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

It was motioned by Lamela and seconded by Cicero to:  
‘Adjourn at 9:20pm’

All in favor – Meeting Adjourned

Respectfully submitted,

  
\_\_\_\_\_  
Timothy Cicero, Secretary

\_\_\_\_\_  
Paula Lacey, Recording Secretary

# CITY OF BATAVIA

---

**DATE:** January 31, 2020  
**TO:** Committee of the Whole  
**FROM:** Randy Deicke, Fire Chief  
**SUBJECT:** Ordinance 20-15 Fire Department Lift Assist Fee

The Batavia Fire Department responds to a steadily growing number of Lift Assists each year. A large portion of those calls come from senior communities or assisted care facilities that have staff employed to assist their residents. The call volume for lift assists in the Tri-City area are:

	Total Lift Assists		
	Batavia	St. Charles	Geneva
2017	232 (72)	160	69
2018	247 (61)	139	71
2019	324 (135)	144	90

( ) = Lift Assists at Assisted Care Facilities

The Fire Department routinely helps people who need assistance when they do not have the means. These assists are for people who end up on the floor or in a position that they cannot get themselves out of. An example would be an elderly person who ends up uninjured on the floor, but their spouse cannot get them back to a chair or bed.

Currently about a third of our lift assists are being requested at senior communities or assisted care facilities with permanent staff. Those facilities are different than single family residences where the person may live alone or with just a spouse or one other person. These facilities have staff that many times respond to the resident's unit but wait for us to arrive to actually lift the person. It may be an insurance risk they are unwilling to accept, it may be the fact that their staff may not be trained or conditioned to make those lifts, or some other factor. But their refusal to assist their residents or occupants shifts the liability to the City should someone get injured lifting a resident back to a bed or a chair. That liability comes in the form of time off due to injury, overtime to replace the injured worker, workman's compensation, and other forms of liability. Plus, each lift assist takes a fire unit is out of service until the lift is completed.

In lieu of the liability that the Cities take on in these cases, some fire departments are now charging private residents and staffed assisted care facilities for these Lift Assists.

Fire Department	Citizen Assist Fee	Assisted Care Facility Fee
Algonquin Fire Dist.	Treat, Non-transport: \$100 after 3 <sup>rd</sup> and each subsequent on scene service	
Crystal Lake Fire Dept.	Fee after 3 <sup>rd</sup> visit \$208.53 for resident	
Eureka-Goldfield Fire Dist.	Citizen assist \$125; after 5 <sup>th</sup> time	Commercial Facility Lift Assist \$700
Lombard Fire Dept.	\$50 after 5 assists in a year	
Moline Fire Dept.	\$100 on 2 <sup>nd</sup> assist and thereafter	Facility Lift Assists \$150 every time
Naperville Fire Dept.	\$50 for 3 <sup>rd</sup> instance and thereafter per year	
Oak Lawn Fire Dept.	\$100 after 3 <sup>rd</sup> assist annually	
Warrenville Fire Dist.	charged for 2 <sup>nd</sup> assist/month \$200	
*Schaumburg	First 10 responses no charge, 11 <sup>th</sup> - 12 <sup>th</sup> response \$250, thereafter \$325	
*Wheeling Fire Dept.	4-6= \$150, 7-9= \$300, 10 += \$600	
*Zion Fire Dept.	4-6= \$150, 7-9= \$300, 10+= \$500	

The Batavia Fire Department is recommending that we charge staffed assisted care facilities a Lift Assist fee of \$250 per lift assist at their facility. That is the same amount that Tri-City Ambulance recently approved charging assisted living facilities, should they have to do a lift assist at one of them. It is also the same amount that Geneva and St. Charles fire departments have said they were going to charge when they present such an ordinance in the near future. This fee would not be applicable outside of staffed facilities.

**Staff recommends that the City Council approve Ordinance 20-15-R at your March 2, 2020 meeting, approving the Lift-Assist Fee for staffed assisted care facilities.**

For any further information, questions, etc., please do not hesitate to contact me.

RD/cjc

cc: Jeffery D. Schielke, Mayor  
City Council  
Laura Newman, City Administrator  
Ellen Posledni, City Clerk  
Peggy Colby, Finance Director

**CITY OF BATAVIA, ILLINOIS  
ORDINANCE 20-15**

**REVISING TITLE 5 OF THE MUNICIPAL CODE FOR THE CITY OF BATAVIA  
REGARDING FEES FOR NON-EMERGENCY MEDICAL ASSISTANCE**

**ADOPTED BY THE  
MAYOR AND CITY COUNCIL  
2<sup>ND</sup> DAY OF MARCH 2020**

Published in pamphlet form  
by authority of the Mayor  
and City Council of the City of Batavia,  
Kane & DuPage Counties, Illinois,  
This 2<sup>nd</sup> day of March, 2020

Prepared by:

City of Batavia  
100 N. Island Ave.  
Batavia, IL 60510



**CITY OF BATAVIA, ILLINOIS  
ORDINANCE 20-15**

**REVISING TITLE 5 OF THE MUNICIPAL CODE FOR THE CITY OF BATAVIA  
REGARDING FEES FOR NON-EMERGENCY MEDICAL ASSISTANCE**

**WHEREAS**, the Batavia Fire Department incurs expense in connection with the performance of providing non-emergency medical assistance to assisted living, skilled nursing and similar institutional residence facilities; and

**WHEREAS**, the Batavia Fire Department has studied the aforementioned costs and expenses associated with providing non-emergency medical assistance to assisted living, skilled nursing similar institutional residence facilities; and

**WHEREAS**, the Batavia Fire Department has made certain recommendations to the Council of the City of Batavia to establish a non-emergency medical assistance fee; and

**WHEREAS**, the Batavia City Council is desirous of implementing the recommendations of the Batavia Fire Chief and doing so by adding Chapter 7 to Title 5 of the City of Batavia Municipal Code to establish a non-emergency medical assistance fee.

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and City Council of the City of Batavia, Kane and DuPage Counties, Illinois, as follows:

**SECTION 1.** Title 5 of the City of Batavia Municipal Code is hereby changed to “**FIRE AND POLICE REGULATIONS**”.

**SECTION 2.** TITLE 5 of the City of Batavia Municipal Code is further changed by adding Chapter 7 (NON-BUILDING FIRE REGULATIONS) and Section 5-7-1 (Non-emergency medical assistance fee) to read as follows:

**Title 5. FIRE AND POLICE REGULATIONS**

**Chapter 7. NON-BUILDING FIRE REGULATIONS**

**Section 5-7-1. Non-Emergency Medical Assistance Fee:**

When the Batavia Fire Department responds to a call for assistance at an assisted living, skilled nursing or similar institutional residence facility to provide non-emergency assistance for a person who does not require any emergency medical services, such as the lifting of a patient, a fee of \$250.00 will be charged to the facility and collected by the City for each request for patient lift assistance.

**SECTION 3.** This Ordinance shall take effect on March 2, 2020, after the same has been passed by the Council, approved by the Mayor, and any necessary publication.

**CITY OF BATAVIA, ILLINOIS ORDINANCE 20-15**

---

**PRESENTED** to and **PASSED** by the City Council of the City of Batavia, Illinois, this 2<sup>nd</sup> day of March 2020.

**APPROVED** by me as Mayor of said City of Batavia, Illinois, this 2<sup>nd</sup> day of March 2020.

\_\_\_\_\_  
Jeffery D. Schielke, Mayor

Ward	Aldermen	Ayes	Nays	Absent	Abstain	Aldermen	Ayes	Nays	Absent	Abstain
1	O'Brien					Baerren				
2	Callahan					Wolff				
3	Meitzler					Chanzit				
4	Malay					Knopp				
5	Uher					Beck				
6	Cerone					Russotto				
7	McFadden					Miller				
Mayor Schielke										
<b>VOTE:</b> ___ Ayes    ___ Nays        ___ Absent        ___ Abstentions <b>Total holding office: Mayor and 14 aldermen</b>										

ATTEST:

\_\_\_\_\_  
Ellen Posledni, City Clerk