

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

DATE: March 21, 2022
TIME: 6:00 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: Attorney Flaherty

Pledge of Allegiance

Call to Order

Roll Call – Trustee Blankenship absent

Public to Address the Board – Nothing heard

Approval of Minutes –
February 18, 2022, special open

It was motioned by Guddendorf and seconded by Cicero to:
‘Approve the Open Meeting Minutes from February 18, 2022’

Roll call vote – All in favor - Motion carried

February 18, 2022, closed –
Discussion –
• Keep closed

It was motioned by Guddendorf and seconded by Lamela to:
‘Approve February 18, 2022, Closed Session Minutes and Keep Closed’

Roll call vote – All in favor - Motion carried

February 21, 2022, open

It was motioned by Guddendorf and seconded by Cicero to:
‘Approve the Open Meeting Minutes from February 21, 2022’

Roll call vote – All in favor - Motion carried

February 21, 2022, closed –
Discussion –
• Keep closed

It was motioned by Guddendorf and seconded by Lamela to:
‘Approve February 21, 2022, Closed Session Minutes and Keep Closed’

Roll call vote – All in favor - Motion carried

Correspondence – Nothing heard

Treasurers Report –

Approval of Cash Balances and Budget vs Actual Reports

Operating Fund – \$4,207,728.06, Capital Account – \$1,161,411.47, Total Cash on Hand – \$5,369,139.53

It was motioned by Cicero and seconded by Guddendorf to:

‘Approve the Cash Balances and Budget vs Actual Reports for February 2022.’

Roll call vote – All in favor - Motion carried

Approval of Expenditures –

Chase Checking – \$307,462.62, Chase HRA – \$8,587.28, Total Expenditures – \$316,049.90.

It was motioned by Lamela and seconded by Fagel to:

‘Approve the Expenditures for January 2022’

Roll call vote – All in favor - Motion carried

Consent Agenda –

• SL Carlson – Sprinkler System Repairs	\$1,725.16
• Stryker – Warranty for Power Load	\$5,674.50
• Motorola – Starcom Mobile Radio	\$7,904.94
• ProForma – Duty Pants	\$2,568.00
• ProForma – Shor/Long Sleeve shirts/Sweatshirts	\$1,524.32
• CDS – Docking Stations and Mounting Brackets	\$1,844.00
• MES – Turnout Gear	\$3,753.73
• Jensen IT – Firewall	\$2,276.00
• IPRF – Audit Workers Comp	<u>\$8,350.00</u>
TOTAL	\$35,620.65

Discussion –

- Stryker – 6/1-year warranty for cot
- Motorola – Radio for new engine
- CDS – Docking stations for new and old ambulances
- MES – Turnout Gear for Wigginton
- Jensen IT – new Firewall that Nick will be putting in
- SJ Carlson – Insurance adjustor was here today – will see if we can get anything
- SJ Carlson – total is \$11,000. This was just one invoice
- Normal wear and tear – wait to see what adjustor determines
- IPRF – Audited salaries - this is the additional owed

It was motioned by Fagel and seconded by Cicero to:

‘Approve the Consent Agenda for the Listed Items’

Roll call vote – All in favor - Motion carried

Trustees Report –

Trustee Cicero wanted to commend everyone for the outstanding job done over the past month.

Report of the Fire Chief – Acting Chief Wayne Parson

Up 31 calls for this month – if we continue this pace, we will reach over 1600 for the year.

The family of Charles Steininger had donations sent to the fire district in lieu of flowers – we have received \$795.00. In the past this money would have been given to the Auxiliary for use at Christmas for a family in need. Would like to keep that tradition going. This money will be deposited and earmarked for this - it will be placed in the budget for next year. Thank you(s) will be sent out.

JR Herra – Tankless water heaters - \$600 for service and maintenance – to keep under warranty – do maintenance this year, see if it is worth it for next year.

Attorney's report –

Agreement with Chief Perkins was delivered, not rescinded, so it is intact.

Legislation that has passed through the one house:

HB5171 – Permanently places a Fire District representative on the pension investment board

HB4924 – Allows Fire Districts to cease paying for a bond for the treasurer of the pension fund

SB3027 – Allow for \$500 state tax credit for volunteer ff's who earn \$10,000 a year or less

SB1571 – Foreign Fire Insurance funds would no longer go through the district –would allow the FFI Board to directly collect the funds instead of going through the Illinois Municipal League.

Old Business –

Review from Outside Consultant of Fire District after 6 Months, to Gain a Base for the Future and Forward Movement of The Fire District –

Discussion –

- Table or remove
- This will be removed from the agenda

Updating Board Policy Manual –

Discussion –

- Entire document has been gone over
- Issues still with media, Job descriptions, OSHA, Hazmat,
- Trustees to look this over between now and April
- Will be kept on the agenda

Resolution 2020-02 – Resolution Reaffirming Employee Complaint Procedures

Discussion –

- Rescind or Suspend – suspend is holding off – Rescind is like it never happened, it undoes it
- To undo it you must formally Rescind
- First page – change resolution number from 2020-01 to 2020-02

It was motioned by Fagel and seconded by Cicero to:

'Adopt Resolution 2022-01 A Resolution Rescinding Resolution 2020-02'

Roll call vote – 3/1 Guddendorf - Motion carried

New Business –

Entry Level Testing –

Discussion –

- Two companies have been contacted
- Our current list expires in October
- COD will not be doing a consortium within the next 6 months
- District will have to do their own testing
- Testing for Public Safety allows us to determine what is on the test
- IOS lets the Firefight apply and take the test at home
- Consortiums use IOS
- Price determined on applicants – listed in packet given to trustees
- Tabled until next month – decision will be made at next meeting which company to use

Use of Fire District/Associated Fees

Discussion –

- Would like to open building back up
- Fees associated – some districts charge a fee and/or deposit in case of damage
- If damage occurs to building – will address fees or charges at that time
- Building will be open again for use – no motion required

Purchase of Copier –

Discussion –

- Copier lease is up in May
- Went out for quotes to current vendor and one other
- Received quote back from both Gordon Flesh and Kopy Kat – listed in trustees’ packet
- Both companies provide excellent service
- Monthly lease or buy it out right – no benefits in leasing other than payments are spread out over 63 months
- Gordon Flesh price came in under Kopy Kat for both machine and price per copy on maintenance agreement

It was motioned by Guddendorf and seconded by Lamela to:

‘Approve the quote from Gordon Flesh and purchase copiers outright with maintenance agreement’

Roll call vote – All in favor - Motion carried

Sikich Engagement Letter –

Discussion –

- How long has district been with Sikich – after original accountant retired, around 2005-2006 – Sikich came on – used another accountant for about a year or so to save money – went back to Sikich; have been with them ever since
- Charge hourly – listed in trustees’ packet
- How much we paid last year - \$10,076
- Reference they work with Chief Perkins in the agreement – that will have to be removed
- Have it say Fire Chief in the contract
- Other accountants Sikich, Lauterbach and Government Accounting - represent about 80% of fire districts
- Paid Sikich \$10,076 last year – includes audit prep

It was motioned by Cicero and seconded by Fagel to:

‘Accept Engagement Letter with Sikich’

Roll call vote – All in favor - Motion carried

Single Audit Report from Lauterbach & Amen –

Discussion –

- This audit is for the funds received from the Coronavirus Relief Fund
- The amount of the funds received required the single audit

It was motioned by Cicero and seconded by Guddendorf to:

‘Accept the Single Audit Report from Lauterbach & Amen’

Roll call vote – All in favor - Motion carried

Relocating Tower Funds –

Discussion –

- Budgeted funds not spent go into the general fund after the budget year
- No action is required

Interim Officer Positions –

Discussion –

- This will be addressed after closed session

Closed Session –

Discussion – Strike Item H on the agenda – it is blank

It was motioned by Guddendorf and seconded by Cicero to:

‘Go into closed session under 13a, 13b, 13c, and 13d at 6:54pm’

Roll call vote – All in favor - Motion carried

Open Session – 8:40pm

Motioned by Cicero and seconded by Guddendorf

Roll call vote – All in favor - Motion carried

Trustee Fagel stated that they had very good presentations by all four chiefs – the decision of the board is to appoint Brendan Moran as interim chief – he would like for every member of the department to support him and the board in their goals to move forward.

It was motioned by Cicero and seconded by Guddendorf to:

‘Make Brendan Moran Interim Fire Chief – Effective Immediately’

Roll call vote – All in favor - Motion carried

Trustee Fagel would like to schedule a swearing in ceremony for all new members from the last 3 years as soon as possible.

Trustee Cicero thanked all four chiefs for their presentations last week – it was a very hard decision – but all four are still here to help run the district.


Trustee Fagel stated that they will be putting out an advertisement in the next couple of weeks - starting the process for Chief – all four members that gave presentations are welcome to apply as well.

Adjourn – 8:44pm

Motioned by Cicero and seconded by Fagel

All in favor - Motion carried

Respectfully submitted,



Timothy Cicero, Secretary



Paula Lacey, Recording Secretary