

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

DATE: August 15, 2022
TIME: 6:02 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 Moran, Attorney Flaherty

Pledge of Allegiance

Call to Order

Trustee Fagel absent due to illness

President Pro-tem –

**It was motioned by Blankenship and seconded by Cicero to:
'Appoint Trustee Guddendorf as President Pro-tem'**

Roll call vote – All in favor - Motion carried

Public to Address the Board - nothing heard

**Approval of Minutes –
July 18, 2022, open**

**It was motioned by Blankenship and seconded by Cicero to:
'Accept the open minutes for July 18, 2022'**

Roll call vote – All in favor - Motion carried

July 18, 2022, closed

**It was motioned by Guddendorf and seconded by Blankenship to:
'Accept as written, and keep them closed'**

Roll call vote – All in favor - Motion carried

Presentation – No item

Jennifer Martinson gave her presentation on the audit that was performed by Lauterbach & Amen.

- Audit is required every year at fiscal year end
- Issued an unmodified opinion – a clean opinion and the highest opinion they can issue
- Financial statements are materially correct
- MDA narrative summary – breaks down 65 pages into 5 easy to read pages – highlights changes from last year to this year
- Overall governmental funds an increase of \$89,000 – ending fund balance approx. 4.8m – 1.9m unrestricted –
- General fund had an overbudget in revenues and slightly overbudget in expenditures

- Management letter – no new comments from prior year
- A new GASB Standard that will be implemented next year
- No difficulties w/management on Audit
- Money rate of return – decrease of 5%, have been seeing this come through because of the market
- Fire Pension – asset – slight decrease due to changes this year

This will be put on next month’s agenda for acceptance

Correspondence – nothing

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

**It was motioned by Cicero and seconded by Guddendorf to:
‘Approve the Budget vs Actual and Cash Balances for July 2022.’**

Roll call vote – All in favor - Motion carried

Approval of Expenditures –

- Pre-employment physical – this is for a different person, not current employee
- Health Endeavors – doc in box

**It was motioned by Guddendorf and seconded by Cicero to:
‘Accept them’**

Roll call vote – All in favor - Motion carried

Consent Agenda –

Bonnell Ind	Fire Signs	\$1,477.76
The Home Depot	Carpet	\$16,406.89
	<u>Total District</u>	<u>\$17,884.65</u>
Cudio	Athletic Workout Shoes	\$124.99
Wigginton	Steel Clubs	\$200.00
Sign FX	Station Signage	\$991.00
The Fitness Collection	TRUE Treadmill	\$4,900.00
South Suburban Door	Forcible Entry Door - Humbler	\$7,650.00
Amazon/Jewel	Can Openers	\$19.10
	<u>Total 2%</u>	<u>\$13,885.09</u>
	<u>Grand Total</u>	<u>\$31,769.74</u>

- Carpet is material only
- Discussion on 2% -
 - Can these be approved by a BC, so they don’t have to wait
 - Chief approves it at their meetings

**It was motioned by Lamela and seconded by Cicero to:
‘Approve Consent Purchase Items’**

Roll call vote – All in favor - Motion carried

Trustees Reports – Trustees Cicero hoped the Corn Boil went well. Trustee Guddendorf thanked the fire staff for being at the Corn Boil. More people need to volunteer to keep it going.

Report of the Fire Chief –

- Chiefs report given to Trustees
- 110 calls for month of July 2022
- Total of 855 from 01/01/-07/31
- Up 80 calls from last year at this time
- Sidewalk has been completed – they also sealed it

Attorney's report –

- IL Assoc of Fire Districts – collecting ideas as far as legislative issues
- John Perry is running for Trustee on the Illinois Firefighters' Pension Investment Fund Board (IFPIF) – he is the only fire district representative running – send form to President Fagel

Old Business –

EMS Training Manikin –

- Three bids came in
- EMS staff reviewed them
- Going with lowest bid
- DiaMedical \$17,450.00
- Question on why bids were so far off – different kind of manikins

It was motioned by Guddendorf and seconded by Cicero to:

'Award bid to DiaMedical USA in the amount of \$17,450'

Roll call vote – All in favor – Motion carried

NFPA3000, Ballistic and PPE Protocols and Purchase of Equipment for Protection of Members –
Tabled until next meeting

Pension Board Member

- Chief Perkins was last appointed on May 20, 2013
- His term expired this year – position is now vacant
- Need to fill it – to have a quorum
- Chief Moran stated he would accept the position – he was on it for 10 years

It was motioned by Cicero and seconded by Guddendorf to:

'Appoint Chief Moran as Pension Board Member'

Motion was amended to:

'Appoint Chief Moran to fill the term vacated by Chief Perkins, running through April 2025'

Roll call vote – All in favor – Motion carried

11d) return to after closed session

New Business –

Surplus Equipment –

- 2 items – Treadmill and Forceable Entry Door
- Is there anything wrong with the door – No
- What will be done with it – see if any department can use it
- Keep it until new one gets here and then will decide what to do with it at that time

It was motioned by Cicero and seconded by Lamela to:

'Surplus the treadmill'

Roll call vote – All in favor - Motion carried

12b) return to after closed session

Closed Session –

It was motioned at 6:25pm by Cicero and seconded by Lamela to:

‘Go into closed session under 13a’

Roll call vote – All in favor - Motion carried

Open Session –

Trustee Cicero motioned and Trustee Guddendorf seconded to go back into open session at 6:55 pm

Action taken in closed –

11d) – Appointment of Battalion Chief –

It was motioned by Cicero and seconded by Guddendorf to:

‘Appoint Lt. Cahill to Battalion Chief starting on August 21, 2022’

Roll call vote – All in favor - Motion carried

12b) Authorize Commissioners to promote next eligible Lieutenant

It was motioned by Cicero and seconded by Guddendorf to:

‘Authorize the Commissioners to promote the next candidate on the Lieutenant list’

Roll call vote – All in favor - Motion carried

All Other Matters that May Come Before the Board – none heard

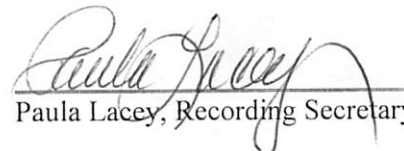
Adjourn – 6:57 pm

Motioned by Blankenship and seconded by Guddendorf

All in favor - Motion carried

Respectfully submitted,


Timothy Cicero, Secretary


Paula Lacey, Recording Secretary