

North Maine Fire Protection District

9301 N. POTTER ROAD • DES PLAINES, ILLINOIS 60016 • PHONE: 847.297.5020 • FAX: 847.297.2853



Robert B. McKay
CHIEF

BOARD of TRUSTEES
DONALD NEAL
DAGMAR RUTZEN
TIMOTHY HAMILTON

MINUTES OF A REGULAR MEETING OF THE BOARD OF TRUSTEES NORTH MAINE FIRE PROTECTION DISTRICT COOK COUNTY, ILLINOIS JULY 10, 2019

A regular meeting of the Board of Trustees of the North Maine Fire Protection District was held on Wednesday, July 10, 2019 at 7:00 p.m. at the North Maine Fire Station located at 9301 N. Potter Road, Des Plaines, Illinois 60016, pursuant to notice.

CALL TO ORDER: President Neal called the meeting to order at 7:01 p.m.

ROLL CALL:

PRESENT: President Don Neal, Secretary Timothy Hamilton and Treasurer Dagmar Rutzen
ABSENT: None
ALSO PRESENT: District Chief David Drdla and Lieutenant David Hall, North Maine Fire Protection District; Attorney Joe Miller, Ottosen Britz Kelly Cooper Gilbert & DiNolfo, Ltd (*arrived at 7:06 p.m.*); Allie Rysell, Lauterbach & Amen, LLP

APPROVAL OF MEETING MINUTES: *June 12, 2019 Regular Meeting:* The Board reviewed the June 12, 2019 regular meeting minutes. A motion was made by Trustee Neal and seconded by Trustee Hamilton to approve the June 12, 2019 regular meeting minutes as written. Motion carried unanimously by voice vote.

June 12, 2019 Closed Session Meeting: The Board reviewed the June 12, 2019 closed session meeting minutes. A motion was made by Trustee Neal and seconded by Trustee Hamilton to approve and release the June 12, 2019 closed session meeting minutes as written. Motion carried unanimously by voice vote.

PUBLIC COMMENT: Lieutenant Hall addressed the Board on behalf of independent contractor Jim Bakutis to discuss payment for services rendered. The Board tabled further discussion until Attorney Miller arrives to the meeting.

TREASURER'S REPORT: *June 30, 2019:* The Board reviewed the Treasurer's Report dated June 30, 2019. The District's beginning balance as of June 1, 2019 was \$3,733,956.83. The District received deposits during the month of June in the amount of \$55,152.98. The District's expenses for the month of June totaled \$308,837.89. The June in-and-out transfers were \$233,229.65. The net balance change for the month of June was (\$253,684.91). The District's total ending balance as of June 30, 2019 was \$3,480,271.92. A motion was made by Trustee Neal and seconded by Trustee Hamilton to accept the Treasurer's Report as presented. Motion carried unanimously by voice vote.

Attorney Miller arrived at 7:06 p.m.

ATTORNEY’S REPORT: Attorney Miller provided legislative updates including recent court cases and decisions. All questions were answered by Attorney Miller.

PUBLIC COMMENT (CONTINUED): Lieutenant Hall stated that independent contractor Jim Bakutis provides service work for the North Maine Fire Protection District upon request, which entails programming the District’s portable radios and installation services. However, Mr. Bakutis has not submitted two invoices for services rendered due to taxation issues. Lieutenant Hall noted that Mr. Bakutis discussed his taxation issues with retired District Chief Robert Palffy and retired Chief Richard Dobrowski several years ago. Chief Dobrowski recommended that the District hire Mr. Bakutis as an ad-hoc employee so he can be taxed on employee wages, but no action was taken. Lieutenant Hall noted that Mr. Bakutis works approximately less than 100 hours annually for the District. All questions were answered by Lieutenant Hall and Attorney Miller. The Board determined that a line item will be added to next month’s meeting for further discussion.

FIRE CHIEF AND TRUSTEE REPORTS: District Chief Drdla and President Neal informed the Board of the following:

- *RED Center:* The RED Center Report was not available for Board review.
- *NIPSTA:* An increase to the system software totaled \$71,000; a building security upgrade totaled \$18,000; and an uninterruptible power system totaled \$35,000.
- *MABAS:* There was nothing new to report.
- *Review of Assigned Tasks:*
 - Firefighter Adrian S. Maravilla was hired effective July 22, 2019 as a Tier II participant.
 - A status update regarding the battalion vehicle was reviewed with the Board. The antenna and receiver were installed along with the updated lettering. The battalion vehicle is now in service and fully operational.
 - A meeting with the auditor was held on July 3, 2019.

OLD BUSINESS: There was nothing outstanding to discuss.

NEW BUSINESS: *Approval of July 10, 2019 Check Register and Disbursement Summary:* The Board reviewed the Check Register and Disbursement Summary dated July 10, 2019 for the month of June 2019:

North Maine FPD Disbursements July 10, 2019		
Total Checks:	Check #'s: 5029-5059	\$74,387.53
Payroll:	June 14, 2019	\$102,569.22
	June 28, 2019	\$104,927.63
Total Payrolls:		<u>\$207,496.85</u>
Total Disbursements:		<u>\$281,884.38</u>

A motion was made by Trustee Neal and seconded by Trustee Hamilton to approve total disbursements for the month of June 2019 in the amount of \$281,884.38 as presented. Motion carried by roll call vote.

AYES: Trustees Neal, Hamilton and Rutzen
NAYS: None
ABSENT: None

CLOSED SESSION: Closed session was not necessary

ADJOURNMENT: A motion was made by Trustee Neal and seconded by Trustee Rutzen to adjourn the meeting at 7:27 p.m. Motion carried unanimously by voice vote.

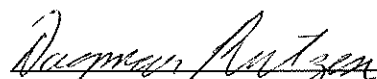
The next regular meeting is scheduled for Wednesday, August 14, 2019 at 7:00 p.m. at the North Maine Fire Station located at 9301 Potter Road, Des Plaines, Illinois 60016.



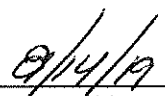
Don Neal, Board President



Timothy Hamilton, Board Secretary



Dagmar Rutzen, Treasurer



Date Approved by Board

*Minutes prepared by Allie Rysell, Professional Administrative Support Services,
Lauterbach & Amen, LLP*