

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 JUNE 12, 2019

A regular meeting of the Board of Trustees of the North Maine Fire Protection District was held on Wednesday, June 12, 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 7:00 p.m.

ROLL CALL:

PRESENT: President Don Neal, Secretary Timothy Hamilton and Treasurer Dagmar Rutzen
ABSENT: None
ALSO PRESENT: Fire Chief Robert McKay, Fire Marshall Arnold Witzke, Fire Inspector Dan Zerfass and District Chief Michael Bronk, North Maine Fire Protection District; Attorneys John Motylinski and Ryan Morton, Ottosen Britz Kelly Cooper Gilbert & DiNolfo, Ltd; Jeffrey Handy, FSS Technologies; Allie Rysell, Lauterbach & Amen, LLP

APPROVAL OF MEETING MINUTES: *May 8, 2019 Regular Meeting:* The Board reviewed the May 8, 2019 regular meeting minutes. A motion was made by Trustee Neal and seconded by Trustee Hamilton to approve the May 8, 2019 regular meeting minutes as written. Motion carried unanimously by voice vote.

PUBLIC COMMENT: There was no public comment.

NEW BUSINESS: *Discussion/Possible Approval of Contract Renewal with FSS Alarm Services:* The Board noted that the District's contract with FSS Technologies is expiring in August 2019. Mr. Handy presented the renewal contract with FSS Technologies. The new proposal will use internet-based technology with Acadian. Mr. Handy and Fire Marshall Witzke reviewed the new technology with the Board and noted that the District's current technology is very outdated for managing trouble alarms and elevator alarms. The new technology with Acadian will align the District with 2019 standards and will save the District approximately \$25,000. There will be no cost to the District to establish this new system. Fire Marshall Witzke informed the Board that he is in favor of the new technology as it will put less wear and tear on fire engines as well as retaining firefighters at the station for emergency calls. All questions were answered by Mr. Handy, Chief McKay, Fire Inspector Zerfass and Fire Marshall Witzke.

A motion was made by Trustee Neal and seconded by Trustee Hamilton to approve the renewal contract with FSS Technologies as presented. Motion carried unanimously by voice vote.

Mr. Handy left the meeting at 7:19 p.m.

TREASURER'S REPORT: *May 31, 2019:* The Board reviewed the Treasurer's Report dated May 31, 2019. The District's beginning balance as of May 1, 2019 was \$4,010,049.97. The District received deposits during the month of May in the amount of \$134,792.86. The District's expenses for the month of May totaled \$410,886. The May in-and-out transfers were \$401,457.17. The net balance change for the month of May was (\$276,093.14). The District's total ending balance as of May 31, 2019 was \$3,733,956.83. 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'S REPORT: Attorney Motylinski provided legislative updates including recent court cases and decisions. All questions were answered by Attorney Motylinski.

FIRE CHIEF AND TRUSTEE REPORTS: Chief McKay informed the Board of the following:

- *RED Center:*
 - The Monthly Run Report indicated that the District received 272 calls for the month of May 2019. The District's year-to-date emergency call total is 1,301 versus 1,296 in 2018. As of May 31, 2019, the District has a credit with the RED Center of \$14,164 which has been applied to the June 2019 invoice. Because the call volume decreased from the previous year, the District will be billed \$164 less per month.
 - Automated dispatch is mandatory, so United States Digital Design will be at the station on June 13, 2019 to provide a quote to the District.
 - Emergency phone lines ending in 2121 and 2122 were out of service for four days due to technical problems at AT&T. The District directed firefighters to tend to the phone lines which cost the District approximately four days of overtime pay. Chief McKay has a meeting with the RED Center on June 17, 2019 to discuss this matter. All questions were answered by Chief McKay and District Chief Bronk.
- *NIPSTA:* Chief McKay and Treasurer Rutzen attended the June 4, 2019 Board meeting.
- *MABAS:*
 - An update regarding the 2017 Assistance to Firefighters' Grant was reviewed with the Board. The portable radios are programmed and department training was held. An antenna and receiver will be installed in the new battalion vehicle which will finalize the setup in order for the radios to be fully operational.
 - A swift water rescue unit was deployed from Division 3 to assist with the flooding of the Mississippi River in southern Illinois.
 - Chief McKay will meet with the Financial Auditor on June 26, 2019 to finalize the audit.
- *Review of Assigned Tasks:*
 - The Board of Commissioners discussed hiring the next two candidates on the Eligibility Roster at their last meeting. Curt Striedel has been hired effective June 17, 2019 and the second candidate has been hired for a July start date.
 - A status update regarding the battalion vehicle was reviewed with the Board. District Chief Dave Drdla acquired the stickers needed to complete the customization on the

battalion vehicle but the lettering was not up to the District's standards. The battalion vehicle will be in service once customization is complete.

- Chief McKay completed the Fire Officer II Program at the College of DuPage.
- IMRF indicated that the District owed contribution funds to former employee Dawn Andrlik. The District transferred \$1,249.29 to the IMRF on June 12, 2019.
- The District's boundaries to assist on Potter Road was discussed with the Board. According to the GIS Association, the Des Plaines Fire Department claims that both sides of Potter Road south of Emerson Street is the Des Plaines Fire Department's territory. Chief McKay is working with various bodies to have this matter clarified.
- Chief McKay met with other Chiefs in the surrounding area to discuss ambulance billing. All questions were answered by Chief McKay and Attorney Motylinski.
- The District will be celebrating its 50th Anniversary this year. The 50th Anniversary Committee met to discuss the plans surrounding this celebration. All questions were answered by Chief McKay.
- The Union would like to meet with the District to discuss negotiations pertaining to the collective bargaining agreement. Further discussion will be held in closed session.
- Chief McKay met with two Chiefs that have engaged TAHPI (Tactical Athlete Health and Performance Institute) to provide physical therapy to their firefighters that are injured so they can return to work sooner. All questions were answered by Chief McKay. Chief McKay will explore the fees related to this service and will provide an update at a future meeting.

OLD BUSINESS: There was no old business to discuss.

NEW BUSINESS (CONTINUED): *Discussion/Possible Approval to Reschedule July Board Meeting:* Chief McKay informed the Board that he will not be able to attend the July 10, 2019 Board meeting. Chief McKay noted that District Chief Drdla will be attending the meeting in his absence so there is no need to reschedule the meeting. All questions were answered by Chief McKay.

Discussion/Possible Approval to Appoint/Reappoint One (1) Fire Commissioner: Chief McKay informed the Board that Commissioner John Aykroid's term will expire at the end of June 2019 and he wishes to remain on the Board. A motion was made by Trustee Neal and seconded by Trustee Rutzen to reappoint John Aykroid to the Board of Commissioners of the North Maine Fire Protection District. Motion carried unanimously by voice vote.

Discussion/Possible Approval to Direct the Board of Fire Commissioners to Process One (1) Firefighter/Paramedic from the Current Eligibility Roster: Chief McKay informed the Board that a new Firefighter/Paramedic may be resigning in the near future so the District will need to hire a new Firefighter/Paramedic. Chief McKay noted that the next candidate on the current eligibility roster is only a paramedic so he will need to attend the fall session of the Fire Academy. All questions were answered by Chief McKay. A motion as made by Trustee Neal and seconded by Trustee Rutzen to direct the Board of Commissioners of the North Maine Fire Protection District to process the next candidate on the current Eligibility Roster. Motion carried unanimously by voice vote.

Approval of June 12, 2019 Check Register and Disbursement Summary: The Board reviewed the Check Register and Disbursement Summary dated June 12, 2019 for the month of May 2019:

North Maine FPD Disbursements June 12, 2019		
Total Checks:	Check #'s: 4991-5028	\$75,532.61
Payroll:	May 3, 2019	\$109,508.75
	May 17, 2019	\$103,556.25
	May 31, 2019	\$101,625.23
Total Payrolls:		<u>\$314,690.23</u>
Total Disbursements:		<u>\$390,222.84</u>

A motion was made by Trustee Neal and seconded by Trustee Hamilton to approve the total disbursements for the month of May 2019 in the amount of \$390,222.84 as presented. Motion carried by roll call vote.

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

FIRE CHIEF AND TRUSTEE REPORTS (CONTINUED): Chief McKay informed the Board that Trustee Rutzen was reappointed to the Board of Trustees of the North Maine Fire Protection District. Chief McKay presented a certificate to Trustee Rutzen to memorialize her reappointment.

CLOSED SESSION: A motion was made by Trustee Neal and seconded by Trustee Rutzen to enter into closed session at 7:52 p.m. for the purposes of discussing matters related to the collective bargaining agreement. Motion carried by roll call vote.

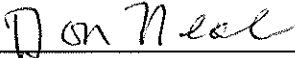
AYES: Trustees Neal, Hamilton and Rutzen
NAYS: None
ABSENT: None

A motion was made by Trustee Neal and seconded by Trustee Rutzen to resume open session at 8:09 p.m. Motion carried by roll call vote.

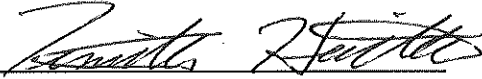
AYES: Trustees Neal, Hamilton and Rutzen
NAYS: None
ABSENT: None

ADJOURNMENT: A motion was made by Trustee Neal and seconded by Trustee Rutzen to adjourn the meeting at 8:10 p.m. Motion carried unanimously by voice vote.

The next regular meeting is scheduled for Wednesday, July 10, 2019 at 7:00 p.m. at the North Maine Fire Station located at 9301 Potter Road, Des Plaines, Illinois 60016.



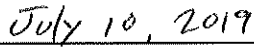
Don Neal, Board President



Timothy Hamilton, Board Secretary



Dagmar Rutzen, Treasurer



Date Approved by Board

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