

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 SEPTEMBER 12, 2018

A regular meeting of the Board of Trustees of the North Maine Fire Protection District was held on September 12, 2018 at 7:00 pm at the North Maine Fire Station located at 9301 Potter Rd., Des Plaines, IL for the purpose of conducting regular business.

CALL TO ORDER: President Neal called the meeting to order at 7:00 pm.

ROLL CALL:

PRESENT: President Don Neal, Treasurer Dagmar Rutzen, and Secretary Timothy Hamilton

ABSENT: None

ALSO PRESENT: Attorneys John Motylinski and Andrew Morton, Ottosen Britz Kelly Cooper Gilbert & DiNolfo, Ltd; Fire Chief Robert McKay; NMFDP District Chief Michael Bronk; Colleen Dillon, Lauterbach & Amen, LLP

APPROVAL OF MEETING MINUTES: *August 8, 2018 Regular Meeting/August 8, 2018 Closed Meeting:* The Board reviewed the minutes from the August 8, 2018 regular meeting. A motion was made by Trustee Neal and seconded by Trustee Hamilton to approve the August 8, 2018 regular meeting minutes as written. Motion carried by unanimous voice vote.

The Board reviewed the minutes from the August 8, 2018 closed meeting. A motion was made by Trustee Neal and seconded by Trustee Rutzen to approve the August 8, 2018 closed meeting minutes as written. Motion carried by unanimous voice vote.

Semi-Annual Review of Closed Meeting Minutes: The Board reviewed the closed meeting minutes. A motion was made by Trustee Neal and seconded by Trustee Rutzen to release the closed meeting minutes of July 12, 2017, August 9, 2017 and January 10, 2018. Motion carried by roll call vote.

AYES: Trustees Neal, Rutzen and Hamilton

NAYS: None

ABSENT: None

PUBLIC COMMENTS: There were no public comments.

TREASURER'S REPORT: *August 31, 2018:* The Board reviewed the Treasurers' Report dated August 31, 2018. The District's beginning balance as of August 1, 2018 was \$3,881,662.88. The District received deposits during the month of August in the amount of \$768,011.25. The District's expenses for the month of August totaled \$276,882.07. The August transfers in and out were \$279,044.05. The net balance change for the month of August was \$491,129.18. The District's total ending balance as of August 31, 2018 was \$4,372,792.06. A motion was made by Trustee Neal and seconded by Trustee Hamilton to accept the Treasurer's Report as presented. Motion carried by roll call vote.

AYES: Trustees Neal, Rutzen and Hamilton

NAYS: None

ABSENT: None

ATTORNEY'S REPORT: Mr. Motylinski indicated that the General Assembly is out of session until after the November election. The Bill that would allow Open Meetings Act training by attending Fire District conferences was vetoed by the Governor.

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

- T-Mobile completed their survey on September 10, 2018. No further information has been received to date.
- The monthly run report indicated a large decrease in calls vs. 2017. This has resulted in a current credit with NIPSTA of \$21,731.
- Red Center – the CAD response for EMS has been updated with assistance from Rob Palfy
- The next MABAS meeting is scheduled for September 27, 2018.
- The NMFPD Open House will be held on September 15, 2018. Mike Bronk, Dan Zerffas and Dan Riggio have done an outstanding job with putting the open house together.
- The preliminary budget was distributed to the Board for review.
- The NMFPD newsletter is currently on the website.
- The Lieutenants Exam will be held on September 29, 2018 at 9:00 am.
- Two Fire Commissioners have requested to go to a conference in November. This will be an agenda item for the November meeting.
- The audit has been filed with the Cook County Clerk and Treasurer's Offices.
- MABAS Division 3 Assistance to Firefighters' Grant is still active, possibly resulting in new radios for the District.
- The new flooring project will begin in the next few weeks.

OLD BUSINESS: *Discussion/Possible Approval of the Proposal for Lease of T-Mobile Cellular Antennae on District Property:* This matter was discussed in Chief McKay's report.

NEW BUSINESS: *Discussion/Possible of Approval of Ordinance 2018-03 An Ordinance Adopting the Requirements for Responsibility, Enforcement, And Penalties for Automatic Fire Extinguishment:* Mr. Motylinski recommended to the Board that they review the existing Fire Code and amend if necessary.

Discussion/Possible Approval to Seal Coat Parking Lot: The Board discussed seal coating the parking lot, as the last time it was done was in 2015. The District received three bids for this work. A motion was made by Trustee Neal and seconded by Trustee Hamilton to approve the hiring of Garelli Pavement Services in the amount of \$2,917 to seal coat the parking lot. Motion carried by roll call vote.

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

Discussion/Possible Approval of Maintenance Contract for Building Generator: The Board discussed renewing the maintenance contract for the building generator. A motion was made by Trustee Neal and seconded by Trustee Hamilton to engage with Cummins Sales and Service in a three-year contract in the amount of \$2,360.84. Motion carried by roll call vote.

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

Discussion/Possible Approval to Allocate Remaining Balance of the 2018 IPRF Grant - \$1,687.50: The Board discussed various options for the remaining balance of the 2018 IPRF Grant. A motion was made by Trustee Neal and seconded by Trustee Hamilton to use the remaining balance of the 2018 IPRF Grant to off-set the purchase of one set of turn-out gear. Motion carried by roll call vote.

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

September 12, 2018 Check Register and Disbursement Summary (Approval): The Board reviewed the September 12, 2018 check register and bills for payment:

| | |
|-------------------------------------|---------------------|
| Total Checks: Check #'s 4618 - 4662 | \$86,245.92 |
| August 10, 2018 payroll | \$90,544.59 |
| August 24, 2018 payroll | \$90,206.89 |
| Total Payrolls | <u>\$180,751.48</u> |
| Total Disbursements | <u>\$266,997.40</u> |

A motion was made by Trustee Neal and seconded by Trustee Hamilton to approve the total disbursements for the month of August in the amount of \$266,751.48. Motion carried by roll call vote.

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

DC Michael Bronk left the meeting at 7:31 pm.

CLOSED SESSION: A motion was made by Trustee Neal and seconded by Trustee Rutzen to enter into closed session at 7:32 pm to discuss employee/personnel matters. Motion carried by unanimous voice vote.

A motion was made by Trustee Neal and seconded by Trustee Hamilton to resume open session at 7:40 pm. Motion carried by unanimous voice vote.

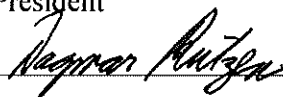
ADJOURNMENT: A motion was made by Trustee Neal and seconded by Trustee Rutzen to adjourn the meeting at 7:42 pm. Motion carried unanimously by unanimous voice vote.



President



Secretary



Treasurer

~ The next regular meeting is scheduled for October 10, 2018 at 7:00 pm~

Minutes prepared by Colleen Dillon, Lauterbach & Amen, LLP