

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 13, 2017

A regular meeting of the Board of Trustees of the North Maine Fire Protection District was held on September 13, 2017 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 Joseph Miller and John Motylinski, Ottosen Britz; Fire Chief Robert McKay; Kalli Ortega, Corkill Insurance; Colleen Dillon, Lauterbach & Amen; Firefighters' Todd Lustig, Randy Frase and District Chief Robert Palffy

APPROVAL OF MEETING MINUTES: *August 9, 2017 Regular Meeting:* The Board reviewed the minutes from the August 9, 2017 regular meeting. A motion was made by Trustee Neal and seconded by Trustee Rutzen to approve the August 9, 2017 regular meeting minutes as written. Motion carried by roll call vote.

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

August 9, 2017 Closed Meeting: The Board reviewed the minutes from the August 9, 2017 closed meeting. A motion was made by Trustee Neal and seconded by Trustee Hamilton to approve the August 9, 2017 closed meeting minutes as written. Motion carried by roll call vote.

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

PUBLIC COMMENTS: *Kalli Ortega, Corkill Insurance – Discussion of Health Insurance Costs/2018 Options:* Ms. Ortega presented to the Board a health insurance analysis and a disruption analysis performed with information provided by the North Maine FPD employees vs. the competitive market

regarding physicians, hospitals and prescriptions. The Board discussed with Ms. Ortega the health insurance options presented. All questions were answered by Ms. Ortega.

Ms. Ortega left the meeting at 7:41 pm.

TREASURER'S REPORT: *August 31, 2017:* The Board reviewed the Treasurers' Report dated August 31, 2017. The District's beginning balance as of August 1, 2017 was \$3,733,304.38. The District received deposits during the month of August in the amount of \$804,768.32. The District's expenses for the month of August totaled \$273,751.77. The August transfers in and out were \$166,859.38. The net change for the month of August was \$531,016.55. The District's total ending balance as of August 31, 2017 was \$4,264,320.93. 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. Miller stated the Notice of Public Hearing for the Budget must be posted 30 days prior to voting on the tax levy ordinance.

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

- *MABAS, RED Center, and NIPSTA*
 - He will be attending the CAD workshop on September 21, 2017
 - Red Center is set to go live 10/16 with the new CAD system

- *Review of Assigned Tasks*
 - The Notice of Availability of the Audit Report was published on 8/23/17
 - The Cook County Clerk's Office remitted a confirmation of receipt of the Audit
 - Open House will be held on September 16, 2017
 - Grant Application Status - Foreign Fire Tax Purchases:
 - ✓ Workout equipment has been purchased
 - ✓ Water bottle fill station and new sink faucet have been purchased and installed. A recognition of Andy Klatt was made for his installation of both purchases.
 - ✓ Currently waiting on the LGH Group for a price on the McGrath Video Laryngoscope
 - ✓ The Illinois Pubic Risk Fund grant in the amount of \$12,938 is expected and will be used towards the Stryker purchase
 - The District has taken delivery of the Thermal Imaging Camera (TIC)
 - There are three District offices that have asbestos tiles under the carpet. When this carpet is replaced in the future, the District will need to complete asbestos abatement at a cost of approximately \$10,000

- *Review of Draft 2018 Budget:* The Board acknowledged receipt of the draft 2018 District budget and discussed general aspects of the draft budget.

- *Job Posting/Status of Two Part-Time Fire Inspectors:* There have been three applicants for the part-time Fire Inspector positions.

Chief McKay notified the Board that there have been 205 false elevator calls. The Board will direct Arnold Witzke to research possible solutions and the respective costs associated with these false alarms.

OLD BUSINESS: *Discussion/Possible Approval of Social Media Policy:* Mr. Miller informed the Board that there has been no movement on this issue with the Labor Union representative. This matter was tabled until the next regular meeting.

NEW BUSINESS: *September 13, 2017 Check Register and Disbursement Summary (Approval):* The Board reviewed the September 13, 2017 check register and bills for payment:

Total Checks	Check #'s 4120-4169	\$94,613.49
August 11, 2017 payroll		\$90,109.84
August 25, 2017 payroll		\$89,740.07
Total Payrolls		<u>\$179,849.91</u>
Total Disbursements		<u>\$274,463.40</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 \$280,247.70. Motion carried by roll call vote.

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

Discussion/Possible Approval of Renewal Contract for Cellular Service: Chief McKay discussed with the Board the need to phase out the current modems on the vehicles, due to the purchase of the Surface Pro Tablets. Chief McKay presented information regarding the *Verizon Jetpack* for internet connection. The *Jetpack Mifi 7730L* will incur a one-time cost of \$49.99 each (\$149.97 total cost for 3) and a monthly cost of \$37.99 each (\$113.97 total cost for 3). The *Jetpack* comes with unlimited data, and will include phone upgrades. A motion was made by Trustee Neal and seconded by Trustee Hamilton to approve the purchase of the three *Verizon Jetpacks* as presented. Motion carried by roll call vote.

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

CLOSED SESSION: A motion was made by Trustee Neal and seconded by Trustee Hamilton to enter into closed session at 8:20 pm to discuss matters related to salary schedules of one or more classes of Employee's, and the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District and collective bargaining matters. Motion carried by roll call vote.

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

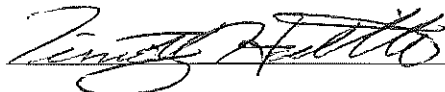
A motion was made by Trustee Neal and seconded by Trustee Rutzen to reconvene open session at 9:03 pm. Motion carried by unanimous voice vote.

The Board discussed various components of the draft 2018 District budget.

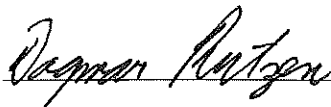
ADJOURNMENT: A motion was made by Trustee Neal and seconded by Trustee Rutzen to adjourn the meeting at 9:12 pm. Motion carried unanimously by voice vote.



President



Secretary



Treasurer

~ The next regular meeting is scheduled for October 11, 2017 at 7:00 pm~

Minutes prepared by Colleen Dillon, Lauterbach & Amen, LLP