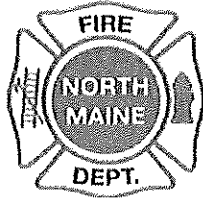


# North Maine Fire Protection District

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 NORTH MAINE FIRE PROTECTION DISTRICT BOARD OF TRUSTEES COOK COUNTY, ILLINOIS NOVEMBER 13, 2019

A regular meeting of the North Maine Fire Protection District Board of Trustees was held on Wednesday, November 13, 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, Attorney Ryan Morton, Ottosen Britz Kelly Cooper Gilbert & DiNolfo, Ltd; Sam Meyer, Lauterbach & Amen, LLP; Adam Lindsten, Resources Insurance Associates, Inc; Firefighters David Hall and Phillip Faustrum, North Maine Fire Protection District.

**PLEDGE OF ALLEGIANCE:** The Board stood and recited the Pledge of Allegiance.

**APPROVAL OF MEETING MINUTES:** *October 9, 2019 Regular Meeting Open Session Minutes:* The Board reviewed the October 9, 2019 regular meeting open session minutes. A motion was made by Trustee Rutzen and seconded by Trustee Neal to approve the October 9, 2019 regular meeting open session minutes as written. Motion carried unanimously by voice vote.

**PUBLIC COMMENT:** *Adam Lindsten of Resource Insurance Advisors to discuss 2020 Worker's Compensation Insurance renewal:* Mr. Lindsten addressed the Board regarding their worker's compensation insurance policy and fees. A motion was made by Trustee Neal and seconded by Trustee Hamilton to approve the Worker's Compensation Insurance renewal provided by Recourses Insurance Associates, Inc for an Annual Premium of \$133,233 expiring January 1, 2021. Motion carried by roll call vote.

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

*Kalli Ortega of Corkill Insurance to discuss 2020 Health Insurance renewal:* Kalli Ortega was not in attendance to present. This item was tabled until next regular meeting.

**OLD BUSINESS:** There was no old business to discuss.

**NEW BUSINESS:** *Discussion/Possible Approval of 2020 Budget & Appropriations Ordinance (2019-O-5):* Chief McKay distributed copies of the 2020 Budget and Appropriations Ordinance 2019-O-5 to the Board. Chief McKay also noted that the budget was published 30 days prior to the November 12, 2019 meeting.

*The Board has opened public hearing at 7:09 p.m. on the 2020 Budget & Appropriations.*

*No public comments were made.*

*The Board has closed public hearing at 7:09 p.m. on the 2020 Budget & Appropriations.*

The Board discussed the ordinance 2019-O-5 and all questions were answered by Chief McKay. A motion was made by Trustee Neal and seconded by Trustee Hamilton to approve the 2020 Budget and Appropriations Ordinance 2019-O-5 as presented. Motion carried by roll call vote.

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

*Discussion/Possible Approval of an Ordinance Establishing a Schedule of Charges and Assessing Fees for Emergency Medical Services (2019-O-6):* Chief McKay presented the Board with an ordinance establishing a schedule of charges and assessing fees for EMS services. A motion was made by Trustee Neal and seconded by Trustee Rutzen to approve the ordinance 2019-O-6. Motion carried unanimously by voice vote.

*Discussion/Possible Approval of the Emergency Services Mutual Aid Agreement (IGA):* Chief McKay presented the Board with an agreement regarding fees associated with responding to calls with surrounding departments. A motion was made by Trustee Rutzen and seconded by Trustee Hamilton to approve the Mutual Aid Agreement (IGA) for EMS services. Motion carried unanimously by voice vote.

*Discussion/Possible Approval of the 2019 Levy and Assessing Taxes Ordinance (2019-O-7):* This Item was tabled until the next regular meeting.

*Discussion/Possible Approval of Payment for Accumulated Time-off for FF/PM Conor Flynn:* Chief McKay noted that Firefighter/Paramedic Conor Flynn has resigned from the Department effective November 16, 2019 and will have to be paid for unused personal, sick and vacation time. A motion was made by Trustee Neal and seconded by Trustee Hamilton to reimburse Conor Flynn in the amount of \$3,181.34 for his unused personal, sick and vacation time. Motion carried by roll call vote.

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

*Discussion/Approval to direct the Board of Commissioners to hire one (1) Firefighter/Paramedic from the current eligibility roster:* The Board noted that with the resignation of Firefighter/Paramedic Conor Flynn there will be an open position with the North Maine FPD Department. A motion was made by

Trustee Rutzen and seconded by Trustee Neal to direct Board of Commissioners in hiring one Firefighter/Paramedic from the current eligibility roster. Motion carried unanimously by voice vote.

*Discussion/possible Approval of Collective Bargaining Contract January 1, 2020 – December 31, 2022:* Chief McKay reviewed the collective bargaining agreement prepared by the North Maine FPD Union Board, changes in the contract include duty-trades and scheduled time off, physicals, education stipends, regular and house pay, paid holidays, bereavement days, uniform allowance and minor changes to document language. A motion was made by Trustee Neal and seconded by Trustee Rutzen to approve the collective bargaining contract for the period of January 1, 2019 to December 31, 2022 as presented. Motion carried by roll call vote.

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

*Discussion/Possible Approval of Improved Personal Safety Equipment:* Chief McKay referenced the October 9, 2019 meeting when active members of the North Maine Fire Department asked the Board for funds to purchase new hoods. A motion was made by Trustee Neal and seconded by Trustee Hamilton to authorize the purchase of new Barri Airehoods in the amount of \$88.00 each for all active firefighters of North Maine Fire Department. Motion carried by roll call vote.

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

*November 13, 2019 Check Register and Disbursement Summary:*

North Maine FPD Disbursements November 13, 2019		
Checks:		
	Check #'s: 5210-2551	\$94,751.20
Total Checks:		\$94,751.20
Payroll:		
	October 4, 2019	\$102,145.35
	October 18, 2019	\$101,690.34
Total Payrolls:		\$203,835.69
Total Disbursements:		<u>\$298,586.89</u>

A motion was made by Trustee Neal seconded by Trustee Hamilton to approve the total disbursements for the month of October 2019, in the amount of \$298,586.89 as presented. Motion carried unanimously by voice vote.

**TREASURER'S REPORT:** *October 31, 2019 Treasurer's Report:* The Board reviewed the Treasurer's Report for the period ending October 31, 2019. The District's beginning balance as of October 1, 2019 was \$4,177,798.42. The District received deposits during the month of October in the amount of \$84,820.80. The District's expenses for the month of October totaled \$408,127.48. The October in-and-out transfers were \$407,651.95. The net balance change for the month of October was (\$323,306.68). The District's total ending balance as of October 31, 2019 was \$3,854,491.74. 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 Morton informed the Board that the legalization of recreational cannabis use will take effect January 1, 2019. Attorney Morton stated that Ottosen Britz is preparing language for the North Maine Fire Protection District's policy regarding the recreational usage of cannabis on and off duty. Further discussion will be held at the next regular meeting.

Attorney Morton also informed the Board that SB1300 has passed the House of Representatives and will be presented in the Senate November 14, 2019.

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

- *RED Center:* The District's year-to-date emergency call total is 2,609 versus 2,689 in 2018. As of September 30, 2019, the District has a credit with the RED Center of \$16,388.
- *NIPSTA:* There were no updates at this time.
- *MABAS:* Chief McKay informed the Board that MASBAS's annual budget meeting is scheduled for December 5, 2019.
- *Lutheran General Hospital:* There were no updates at this time.
- *Assigned Tasks.*
  - Chief McKay informed the Board that the FDA will no longer be able to service the Fire Department's current cardiac monitors after February 3, 2021 and that the department will need to replace 2 monitors at \$30,000 each. Chief McKay informed the Board that he met with a representative from Zoll who apprised him with payment plan options. Updates will be provided as they become available.
  - Chief McKay informed the Board that the Fire Tax deposit is in the amount of \$7,717.57.
  - Chief McKay informed the Board that the Firefighter Grant will be streamlined.


**CLOSED SESSION:** There was no need to enter close session.


**ADJOURNMENT:** A motion was made by Trustee Neal and seconded by Trustee Hamilton to adjourn the meeting at 8:12 p.m. Motion carried unanimously by voice vote.

The next regular meeting is scheduled for Wednesday, December 11, 2019 at 7:00 p.m. at the North Maine Fire Station located at 9301 Potter Road, Des Plaines, Illinois 60016.

  
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Don Neal, Board President

  
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Dagmar Rutzen, Treasurer

  
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Timothy Hamilton, Board Secretary

  
\_\_\_\_\_  
Date Approved by Board

*Minutes prepared by Sam Meyer, Professional Administrative Support Services, Lauterbach & Amen,  
LLP*