

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 DECEMBER 8, 2021

A regular meeting of the North Maine Fire Protection District Board of Trustees was held on Wednesday, December 8, 2021 at 7:00 p.m. at the North Maine Fire Station located at 9301 N. Potter Road, Des Plaines, Illinois 60016, pursuant to notice.

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

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, North Maine FPD; District Attorney John Motylinski, Ottosen DiNolfo; Sam Meyer and Janet Arrieta, Lauterbach & Amen, LLP; LT. Dave Hall, North Maine FPD; Adam Lindsten, Resource Insurance Advisor; Lou Karrison; Karrison, LLC

APPROVAL OF MEETING MINUTES: *November 10, 2021 Regular Meeting Open Session:* The Board reviewed the November 10, 2021 regular meeting minutes. A motion was made by Trustee Neal seconded by Trustee Rutzen to approve the November 10, 2021 regular meeting minutes as written. Motion carried unanimously by voice vote.

PUBLIC COMMENT: *Discussion/Possible Approval of Worker's Compensation Insurance for 2022:* Mr. Lindsten from Resource Insurance Advisor presented an overview on cost for next three years and noted an increase in premium totaling \$5,685.00. A motion was made by Trustee Neal and seconded by Trustee Rutzen to approve the worker's compensation insurance renewal as presented. Motion carried unanimously by voice vote.

Discussion/Possible Approval of Liability Insurance Policies for 2022: Mr. Lindsten reviewed the 2022 commercial liability insurance policies with the Board. A motion was made by Trustee Neal and seconded by Trustee Hamilton to approve the increase in coverage on the renewal for the commercial liability insurance policies for 2022. Motion carried unanimously by voice vote.

Mr. Lindsten left the meeting at 7:14 p.m.

TREASURER'S REPORT: *November 30, 2021 Treasurer's Report:* The Board reviewed the Treasurer's Report for the period ending November 30, 2021. The District's beginning balance as of November 1, 2021 was \$4,674,307.74. The District received deposits during the month of November was in the amount of \$93,662.41. The District's expenses for the month of November totaled (\$325,049.95). The November in-and-out transfers were (\$319,880.30). The net balance change for the month of November was (\$231,387.54). The District's total

ending balance as of November 30, 2021 was \$4,442,920.20. 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 Hamilton, Neal, and Rutzen
NAYS: None
ABSENT: None

ATTORNEY'S REPORT: Attorney Motylinski updated the Board on the lawsuit against pension consolidation. Updates will be provided as they become available.

OLD BUSINESS: *Discussion/Possible Approval of 2020 Financial Audit:* Mr. Karrison presented the 2020 Financial Audit with the Board. A motion was made by Trustee Neal and seconded by Trustee Rutzen to accept and approve the 2020 Financial Audit as prepared by Karrison, LLC. Motion carried unanimously by voice vote.

Mr. Karrison left the meeting at 7:35 p.m.

Discussion/Possible Approval of FY 2020 Treasurer's Annual Statement of Receipts and Disbursements for the North Maine Fire Protection District: The Board reviewed the 2020 Treasurer's Annual Statement. A motion was made by Trustee Neal and seconded by Trustee Rutzen to approve the 2020 Treasurer's Annual Statement of Receipts and Disbursement for North Maine Fire Protection District Annual Report. Motion carried unanimously by voice vote.

Chief McKay noted he will upload the 2020 Audit along with the 2020 Treasurer's Annual Statement with the Cook County portal.

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

- *RED Center:* Credit with Red Center is currently in the amount of \$15,211 and is expected to decrease by fiscal year end.
- *NIPSTA:* Updated that classes are filled for the following year and some bylaws were changed
- *MABAS:* Annual budget meeting will be held on December 9th, 2021
- *Lutheran General:* Chief noted he attended a meeting with Lutheran General via zoom
- *Review of Assigned Tasks:*
 - Assistant to Firefighters' Grant is 90% completed
 - Computer server has been delivered I.T. is currently working on the install and update
 - Osha compliance - there were two outstanding citation items that are being updated for compliance
 - Spartan engine repair cost is in the amount of \$17,500
 - 2022 Health Insurance contribution spreadsheet is complete
 - Received the Statement of Filing from the Cook County Clerk Office for the ordinances that have been approved at the November 10, 2021 Board meeting

NEW BUSINESS: *Discussion/Possible Approval to Purchase Digital Mobile Radios for Vehicles:* Chief McKay informed the Board that the cost to upgrade to the digital mobile radios would be approximately \$14,000. A motion was made by Trustee Neal and seconded by Trustee Rutzen to accept the Alpha Prime Tate digital radios with the three year warranty in an amount not to exceed \$15,000. Motion carried by roll call vote.

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

Discussion/Possible Approval to Purchase a New Phone System: The Board discussed upgrading the current phone system to align with their automatic dispatch. The upgrade to a new phone system including equipment,

installation and connection to ethernet is approximately \$3,520. A motion was made by Trustee Neal and seconded by Trustee Rutzen to approve the upgrade for the Department’s phone system. Motion carried by roll call vote.

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

Discussion/Possible Approval to Direct the Board of Commissioners to Hire One (1) Firefighter/Paramedic from the current Eligibility Roster: Chief McKay reported that there will be a member retiring effective June 2022. A motion was made by Trustee Neal and seconded by Trustee Rutzen to direct the Board of Commissioners to hire one Firefighter/Paramedic from the current eligibility list. Motion carried unanimously by voice vote.

December 8, 2021 Check Register and Disbursement Summary (Approval)

North Maine FPD Disbursements December 8, 2021		
Checks:	Check #'s: 6189-6225	\$128,116.51
Total Checks:		<u>\$128,226.51</u>
Payroll:	November 12, 2021	\$98,006.39
	November 24, 2021	\$104,876.98
Total Payrolls:		<u>\$202,883.37</u>
Total Disbursements:		<u>\$331,109.88</u>

A motion was made by Trustee Neal and seconded by Trustee Hamilton to approve total disbursements for the month of November in the amount of \$331,109.88 as presented. Motion carried by roll call vote.

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


The Chief reported that the NIAFP Conference is next month on January 21, 2022 and he will get everyone on the Board registered.


CLOSED SESSION: There was no need for closed session.

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

The next regular meeting is scheduled for Wednesday, January 12, 2022 at 7:00 p.m. at the North Maine Fire Station located at 9301 Potter Road, Des Plaines, Illinois 60016.

Don Neal, Board President


Dagmar Rutzen, Treasurer



Timothy Hamilton, Board Secretary

1/12/22

Date Approved by Board

Minutes prepared by Janet Arrieta, Professional Administrative Services, Lauterbach & Amen, LLP