

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 MARCH 10, 2021

A regular meeting of the North Maine Fire Protection District Board of Trustees was held on Wednesday, March 10, 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, Lauterbach & Amen, LLP

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

February 15, 2021 Special Meeting Open Session: The Board reviewed the February 15, 2021 special meeting minutes. A motion was made by Trustee Neal and seconded by Trustee Rutzen to approve the February 15, 2021 special meeting minutes as written. Motion carried unanimously by voice vote.

PUBLIC COMMENT: There was no public comment.

TREASURER'S REPORT: *February 28, 2021 Treasurer's Report:* The Board reviewed the Treasurer's Report for the period ending February 28, 2021. The District's beginning balance as of February 1, 2021 was \$3,386,647.83. The District received deposits during the month of February was in the amount of \$454,536.19. The District's expenses for the month of February totaled (\$315,895.83). The February in-and-out transfers were \$334,364.66. The net balance change for the month of February was \$138,640.36. The District's total ending balance as of February 28, 2021 was \$3,525,288. 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, Hamilton and Rutzen
NAYS: None
ABSENT: None

ATTORNEY’S REPORT: Attorney Motylinski informed the Board that the House has passed the third stimulus package.

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

- *RED Center:* The Department ran 262 calls in February 2021 versus the 244 calls in February 2020. Year-to-date total calls for both 2020 and 2021 is 525. Outstanding balance with red center is in the amount of \$13,626.
- *NIPSTA:* No updates.
- *MABAS:* No updates.
- *Lutheran General:* CDC changed guidelines stating if a group of employees that are two-weeks post their second vaccination can congregate without masks.
- *Review of Assigned Tasks:*
 - Department received \$37,400 from the Cook County COVID Relief Fund.
 - Department has been awarded \$96,000 through the FEMA Cares Act and is awaiting payment.
 - Held interviews for Board of Commissioners and all 5 candidates have moved on to the final round of interviews on March 19, 2021.
 - Department owes \$5,866 for the completion of the Workers Comp audit.

OLD BUSINESS: There was no old business to discuss.

NEW BUSINESS: *Discussion/Possible Approval to Purchase, Install & Migrate to Microsoft 365:* Chief McKay informed the Board of the Department’s need for more storage on their servers. A motion was made by Trustee Neal and seconded by Trustee Rutzen to approve purchase, install and migrate to Microsoft 365 for an annual cost of \$2,000. Motion carried by roll call vote.

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

March 10, 2021 Check Register and Disbursement Summary:

North Maine FPD Disbursements March 10, 2021		
Checks:	Check #'s: 58152-5847	\$104,378.07
Total Checks:		<u>\$104,378.07</u>
Payroll:	February 5, 2021	\$94,760.33
	February 19, 2021	\$96,659.22
Total Payrolls:		<u>\$191,419.55</u>
Total Disbursements:		<u>\$295,797.62</u>


A motion was made by Trustee Neal and seconded by Trustee Rutzen to approve total disbursements for the month of February in the amount of \$295,797.62 as presented. Motion carried by roll call vote.

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

CLOSED SESSION: There was no need for closed session

ADJOURNMENT: A motion was made by Trustee Neal and seconded by Trustee Rutzen adjourn the meeting at 7:27 p.m. Motion carried unanimously by voice vote.


The next regular meeting is scheduled for Wednesday, April 14, 2021 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

4/14/21

Date Approved by Board

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