

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 FEBRUARY 10, 2021

A regular meeting of the North Maine Fire Protection District Board of Trustees was held on Wednesday, February 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 7:02 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; Fire Marshal Arnold Wizke and Firefighters Nick Rusz, Phil Fastrum and David Kotek, North Maine Fire Department

APPROVAL OF MEETING MINUTES: *January 13, 2021 Regular Meeting Open Session:* The Board reviewed the January 13, 2021 regular meeting minutes. A motion was made by Trustee Rutzen and seconded by Trustee Neal to approve the January 13, 2021 regular meeting minutes as written. Motion carried unanimously by voice vote.

January 13, 2021 Regular Meeting Open Session Closed Session: The Board reviewed the January 13, 2021 closed session meeting minutes. A motion was made by Trustee Rutzen and seconded by Trustee Neal to approve the January 13, 2021 closed session meeting minutes as written. Motion carried unanimously by voice vote.

PUBLIC COMMENT: There was no public comment.

TREASURER'S REPORT: *January 13, 2021 Treasurer's Report:* The Board reviewed the Treasurer's Report for the period ending January 31, 2021. The District's beginning balance as of January 1, 2021 was \$3,626,962.92. The District received deposits during the month of January in the amount of \$87,225.41. The District's expenses for the month of January totaled (\$327,540.50). The January in-and-out transfers were \$316,691.99. The net balance change for the month of January was (\$240,315.09). The District's total ending balance as of January 31, 2021 was \$3,386,647.83. 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 updated the Board on Pension Consolidation. Updates will be provided as they become available.

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

- *RED Center:* The Department ran 242 calls in January 2021 versus the 280 calls in January 2020.
- *NIPSTA:* No updates.
- *MABAS:* No updates.
- *Lutheran General:* Opened COVID-19 vaccination clinic in North Maine’s District on February 10, 2021.
- *Review of Assigned Tasks:*
 - FEMA Grant has been approved and District is now awaiting payment.
 - COVID Relief Act payment will be split into two payments totaling approximately \$140,000.
 - Fund has submitted into Assistant Fire Fighters’ Grant in efforts to recover approximately \$23,000 for digital mobile radios.
 - Written firefighters ‘exam is scheduled for February 20, 2021 at the station.
 - GEMT Medicaid reimbursement for ambulance calls have increased from \$1,261 to \$1,651 per BLS call and \$1,735 to \$1,981 per ALS call.
 - Employee from Workers Comp failed to complete audit.

OLD BUSINESS: There was no old business to discuss.

NEW BUSINESS: *Discussion/Possible Approval of Engagement Letter for the 2020 Financial Audit:* The Board reviewed the engagement letter for 2020 audit services prepared by Karrison LLC. A motion was made by Trustee Neal and seconded by Trustee Hamilton to approve the engagement letter in an amount not to exceed \$6,900. Motion carried by roll call vote.

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

FIRE CHIEF AND TRUSTEE REPORTS (CONTINUED): Chief McKay informed the Board that Nick Rusz has been working on completing the IDPH grant in efforts to purchase an automated CPR chest compressions machine or a “Thumper” for the North Maine Fire Department. Lieutenant Grant gave a brief demonstration of the thumper and answered all questions. Updates will be provided as they become available.

Nick Rusz, Phil Faustrum and David Kotek left the meeting at 7:22 p.m.

Discussion of Ordinance 2021-O-3: An Ordinance Adopting Fire Prevention Codes; Requirements for Responsibility, Enforcement and Penalties for Automatic Fire Extinguishment; and Permit/Inspection Fees: The Board reviewed Ordinance 2021-O-3. All questions were answered by Fire Marshal Wizke. Further discussion will be held at the February 15, 2021 special meeting at 8:00 a.m.

Discussion /Possible Approval to Purchase or Lease Copy Machine: Chief McKay presented the Board with 3 different bids for copy machine services. A motion was made by Trustee Neal and seconded by Trustee Hamilton to enter into a 5-year lease with Konica Minolta in the amount of \$10,174.00. Motion carried by roll call vote.

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

February 10, 2021 Check Register and Disbursement Summary:

North Maine FPD Disbursements February 10, 2021
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Checks:	Check #'s: 5779-5814	\$104,561.30
Total Checks:		\$104,561.30
Payroll:	January 8, 2021	\$103,602.42
	January 23, 2020	\$97,158.37
Total Payrolls:		\$200,760.79
Total Disbursements:		<u>\$305,322.09</u>

A motion was made by Trustee Neal and seconded by Trustee Hamilton to approve total disbursements for the month of January in the amount of \$305,322.09 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 7:37 p.m. Motion carried unanimously by voice vote.

The next regular meeting is scheduled for Wednesday, March 10, 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

 Dagmar Rutzen, Treasurer

Timothy Hamilton

 Timothy Hamilton, Board Secretary

3/10/21

 Date Approved by Board