

# North Maine Fire Protection District

9301 N. POTTER ROAD • DES PLAINES, ILLINOIS 60016 • PHONE: 847.297.5020 • FAX: 847.297.2853



**FIRE CHIEF**  
Robert B. McKay

**BOARD OF TRUSTEES**  
Donald Neal  
Dagmar Rutzen  
Barry Juister



## MINUTES OF A REGULAR MEETING OF THE NORTH MAINE FIRE PROTECTION DISTRICT BOARD OF TRUSTEES COOK COUNTY, ILLINOIS SEPTEMBER 11, 2024

A regular meeting of the North Maine Fire Protection District Board of Trustees was held on Wednesday, September 11, 2024 at 7:00 p.m. in the North Maine Fire Station #1 located at 9301 N. Potter Road, Des Plaines, Illinois 60016, pursuant to notice.

**CALL TO ORDER:** The meeting was called to order at 7:03 p.m.

### **ROLL CALL:**

**PRESENT:** President Don Neal, Trustee Barry Juister and Treasurer Dagmar Rutzen  
**ABSENT:** None  
**ALSO PRESENT:** Fire Chief Robert McKay, North Maine FPD; Attorney John Motylinski, Ottosen DiNolfo; Jessica Foust, Lauterbach & Amen, LLP (L&A)

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

**APPROVAL OF MEETING MINUTES:** *August 14, 2024 Regular Meeting Open Session Minutes:* The Board reviewed the August 14, 2024 regular meeting minutes. A motion was made by Trustee Rutzen and seconded by Trustee Neal to approve the August 14, 2024 regular meeting minutes as written. Motion carried unanimously by voice vote.

**PUBLIC COMMENT:** There was no public comment.

**TREASURER'S REPORT:** *August 31, 2024 Treasurer's Report:* The Board reviewed the Treasurer's Report for the period ending August 31, 2024. As of August 1, 2024 the District's beginning balance was \$7,334,945.36. The District received deposits during the month of August in the amount of \$1,603,280.44. The August expenses totaled (\$506,390.35). The August in-and-out transfers were \$365,957.91. The August net balance change was \$1,096,890.09. As of August 31, 2024 the District's ending balance was \$8,431,835.45. A motion was made by Trustee Juister and seconded by Trustee Neal to accept the Treasurer's Report as presented. Motion carried unanimously by voice vote.

**ATTORNEY'S REPORT:** Attorney Motylinski updated the Board on legislation applicable to the Fire Protection District as well as the Pension Fund.

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

- *RED Center:* The Department ran 296 calls for August 2024 compared to 308 calls in August 2023. The year to-date calls for 2024 is 2,313 calls compared to 2,350 calls in 2023. The credit with Red Center is in the amount of \$26,587.
- *NIPSTA:* No update
- *MABAS:* No update
- *Lutheran General:* No update
- *Review of Assigned Tasks:*
  - Awaiting ISO Review results
  - 2023 Financial Audit is in process
  - GEMT Invoice for \$340,000 is due October 31, 2024
  - 2025 budget is in process

**OLD BUSINESS:** *Discussion/Possible Approval of the 2023 Financial Audit:* The Board noted the 2023 Financial Audit is in process. Further discussion will be held at the next regular meeting.

**NEW BUSINESS:** *Discussion/Possible Approval of IGA Concerning RED Center:* The Board reviewed the IGA concerning RED Center. A motion was made by Trustee Juister and seconded by Trustee Neal to approve the IGA concerning RED Center. Motion carried unanimously by voice vote.

*Discussion Concerning Public Events:* The Board discussed requesting updates on upcoming public events from the local park district.

*September 11, 2024 Check Register and Disbursement Summary (Approval):*

North Maine FPD Disbursements September 11, 2024		
Checks:	Check #'s: 7498-7540	\$160,402.06
	Void Check #7511 (\$1,966.50)	
<b>Total Checks:</b>		<b>\$160,402.06</b>
Payrolls:	August 2, 2024	\$105,842.52
	August 16, 2024	\$106,246.04
	August 30, 2024	\$109,350.08
<b>Total Payrolls:</b>		<b>\$321,438.64</b>
<b>Total Disbursements:</b>		<b><u>\$481,840.70</u></b>

A motion was made by Trustee Juister and seconded by Trustee Neal to approve total disbursements for the month of August 2024 in the amount of \$481,840.70 as presented. Motion carried by roll call vote.


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

**CLOSED SESSION:** There was no need for closed session.

**ADJOURNMENT:** A motion was made by Trustee Rutzen and seconded by Trustee Neal to adjourn the meeting at 7:19 p.m. Motion carried unanimously by voice vote.

**The next regular meeting is scheduled for Wednesday, October 9, 2024 at 7:00 p.m. in the North Maine Fire Station #1 located at 9301 Potter Road, Des Plaines, Illinois 60016.**

  
Trustee Signature

  
Date Approved by Board

*Minutes prepared by Jessica Foust, Professional Administrative Services, Lauterbach & Amen, LLP*