

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 BOARD OF TRUSTEES NORTH MAINE FIRE PROTECTION DISTRICT COOK COUNTY, ILLINOIS MAY 8, 2019

A regular meeting of the Board of Trustees of the North Maine Fire Protection District was held on **Wednesday, May 8, 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: Active Members David Hall and Philip Faustrom, North Maine FPD; Attorney Ryan Morton, Ottosen Britz Kelly Cooper Gilbert & DiNolfo, Ltd; Allie Rysell, Lauterbach & Amen, LLP

APPROVAL OF MEETING MINUTES: *April 10, 2019 Regular Meeting:* The Board reviewed the April 10, 2019 regular meeting minutes. A motion was made by Trustee Neal and seconded by Trustee Rutzen to approve the April 10, 2019 regular meeting minutes as written. Motion carried unanimously by voice vote.

PUBLIC COMMENTS: There were no public comments.

TREASURER'S REPORT: *March 31, 2019 - Amended:* Chief McKay noted that the March 31, 2019 Treasurer's Report is correct and no changes are needed.

April 30, 2019: The Board reviewed the Treasurers' Report dated April 30, 2019. The District's beginning balance as of April 1, 2019 was \$4,238,024.29. The District received deposits during the month of April in the amount of \$109,229.11. The District's expenses for the month of April totaled \$337,203.43. The April in-and-out transfers were \$345,867.21. The net balance change for the month of April was (\$227,974.32). The District's total ending balance as of April 30, 2019 was \$4,010,049.97. 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 Morton provided a status update on various bills in addition to Senate Bill 37. All questions were answered by Attorney Morton.

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 1,029 versus 1,031 in 2018. As of March 31, 2019, the district has a credit with the RED Center of \$12,703. Chief McKay and Trustee Neal attended the April 17, 2019 Board of Directors meeting and noted that the 2019-2020 Budget was approved.
- Three fires occurred in the District for the month of April: A fire related to cooking at 8812 Briar Court; a fire in a bedroom at 9640 Golf Terrace; and an electrical lighting fire at 9300 Ballard Road, Landmark of Des Plaines Nursing Home.
- *NIPSTA* – Spring simulation drills were held in Rosemont. Chief McKay met with Jill Ramaker and Phil Kiraly to provide feedback for NIPSTA and to discuss opportunities to increase their membership.
- *MABAS* – An update regarding the 2017 Assistance to Firefighters' Grant was reviewed with the Board. The portable radios are programmed and department training will be held at the end of the month. Further discussion will be held at next month's meeting.
- *Review of Assigned Tasks:*
 - Chief McKay met with the Financial Auditor on May 2, 2019. Chief McKay will meet with the Financial Auditor on May 24, 2019 to finalize the audit. An extension may be requested, if needed.
 - Statements of Economic Interest were submitted by all Trustees.
 - New Hire Ryan Tumminaro resigned from the North Maine FPD on May 8, 2019 to accept a position at the Roselle Fire Department. Firefighter Tumminaro signed a contract when he was first hired stating that if he left North Maine FPD within the first year of being hired, he would owe liquidated damages to the District in the amount of \$2,750. Firefighter Tumminaro earned \$2,538.70 since his date of hire, so the total due to the District is \$211.30. Chief McKay noted that Ryan Tumminaro issued payment to the District in the amount of \$211.30 so no further action is needed.
 - Chief McKay started processing the top two applicants listed on the Candidate List. Both candidates passed the psychological exam and the first applicant passed the polygraph test. The second applicant is scheduled to complete the polygraph test later this month. All questions were answered by Chief McKay.
 - A status update regarding the battalion vehicle was reviewed with the Board. Dave Drdla acquired the stickers needed to complete the customization on the battalion vehicle. The battalion vehicle will be in service once customization is complete.
 - The District's contract with FSS Technologies is expiring in August 2019. Chief McKay presented the proposal to the Board for review and noted that the District is exploring the option of using internet-based technology with Acadian. A representative will be attending next month's meeting to review the proposal with the Board.

OLD BUSINESS: There was nothing outstanding to discuss.

NEW BUSINESS: *Discussion/Possible Approval to Direct the Board of Fire Commissioners to Hire Two (2) Firefighter/Paramedics from the Current Eligibility Roster:* The Board discussed directing the Board of Fire Commissioners to hire two FF/PMs from the current Eligibility Roster. All questions were answered by Attorney Morton and Chief McKay. A motion was made by Trustee Neal and seconded by

Trustee Hamilton to direct the Board of Fire Commissioners to hire two FF/PMs from the current eligibility roster. Motion carried by roll call vote.

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

Approval of May 8, 2019 Check Register and Disbursement Summary: The Board reviewed the Check Register and Disbursement Summary dated May 8, 2019 for the month of April 2019.

North Maine FPD Disbursements May 8, 2019		
Total Checks:	Check #'s: 4952-4990	\$84,503.67
Payroll:	April 5, 2019	\$102,168.98
	April 19, 2019	\$96,608.06
Total Payrolls:		<u>\$198,777.04</u>
Total Disbursements:		<u>\$283,280.71</u>

A motion was made by Trustee Neal and seconded by Trustee Rutzen to approve the total disbursements for the month of April 2019 in the amount of \$283,280.71 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.

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

- Chief McKay completed his last management class today, May 9, 2019.
- A status update regarding the T-Mobile cellular antennas agreement was reviewed with the Board. Chief McKay noted that construction has not started at this time.
- The Board discussed the cash flow and fund transfers. All questions were answered by Chief McKay.

ADJOURNMENT: A motion was made by Trustee Neal and seconded by Trustee Rutzen to adjourn the meeting at 7:17 p.m. Motion carried unanimously by voice vote.

The next regular meeting is scheduled for Wednesday, June 12, 2019 at 7:00 p.m. at the North Maine Fire Station located at 9301 Potter Road, Des Plaines, Illinois, 60016.



Don Neal, Board President



Timothy Hamilton, Board Secretary



Dagmar Rutzen, Treasurer

*Minutes prepared by Allie Rysell, Professional Administrative Support Services,
Lauterbach & Amen, LLP*