

# 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

## NOTICE OF REGULAR MEETING

**NOTICE IS HEREBY GIVEN that a Regular Meeting of the Board of Trustees of the North Maine Fire Protection District will be held Wednesday, the 12<sup>th</sup> of January, 2022 at 7:00 p.m. at North Maine Fire Station #1, 9301 Potter Road, Des Plaines, IL**

**Board of Trustees  
North Maine Fire Protection District**

**DATE:  
January 10, 2022**

## **NORTH MAINE FIRE PROTECTION DISTRICT TRUSTEES MEETING AGENDA**

**For the Regular Meeting on the 12<sup>th</sup> day of January 2022**

- I. Call to Order**
- II. Roll Call**
  - Pledge of Allegiance
- III. Approval of Minutes of Prior Meeting(s)**
  - December 8, 2021 Regular Meeting *Open Session Minutes*
- IV. Public Comments**
- V. Treasurer's Report**
  - December 31, 2021
- VI. Attorney's Report**
- VII. Fire Chief and Trustee Reports**
  - MABAS, RED Center, NIPSTA
  - Review of Assigned Tasks
- VIII. Old Business**
- IX. New Business**
  - Discussion/Possible Approval of PSEBA Benefit Demands for Daniel Riggio
  - Discussion/Possible Approval of Ordinance 2022-O-1 *Covering Salaries & Insurance Benefits of the North Maine Fire Protection District*
  - January 12, 2022 Check Register and Disbursement Summary (Approval)
- X. Closed Session for the Purpose(s) of Discussing:**
  - Matters related to collective bargaining.
  - Salary schedules of one or more classes of employees
  - The appointment, promotion, employment, compensation, discipline, performance or dismissal of specific employees.
- X. Adjournment**

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## 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

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:		\$128,226.51
Payroll:	November 12, 2021	\$98,006.39
	November 24, 2021	\$104,876.98
Total Payrolls:		\$202,883.37
Total Disbursements:		<b>\$331,109.88</b>

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.**

**North Maine FPD  
Treasurer's Report**

**December 31, 2021**

Schwab	\$	2,809,358.03
Schwab (Deposit Acct)	\$	1,066,898.77
Hinsdale Bank and Trust	\$	-
US Bank Checking	\$	221,887.66
US Bank Employee Benefits	\$	16,821.96
<b>December 31, 2021</b>	<b>\$</b>	<b>4,114,966.42</b>

<b>December 1, 2021</b>	<b>\$</b>	<b>4,442,920.20</b>
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<i>Dec Deposits</i>	\$	89,626.30
<i>Dec Expenses</i>	\$	(417,580.08)
<i>Dec Funds Transfers OUT</i>	\$	(344,322.83)
<i>Dec Funds Transfers IN</i>	\$	344,322.83

<u>Net Balance Change</u>	<u>\$</u>	<u>(327,953.78)</u>
<b>December 31, 2021</b>	<b>\$</b>	<b>4,114,966.42</b>

**North Maine FPD  
Treasurer's Report  
December 31, 2021**

**Accrual Basis**

Date	Num	Name	Memo	Debit	Credit	Amount	Balance
<b>1100 · USBANK</b>							4,442,920.20
<b>1109 · Schwab</b>							2,814,977.42
12/31/2021	123121	SI	2021 Dec Interest	7,609.95		7,609.95	2,822,587.37
12/31/2021	123121	SI	2021 Dec Interest Reinvested		2.32	-2.32	2,822,585.05
12/31/2021	123121	SI	2021 Dec Unrealized Loss		13,227.02	-13,227.02	2,809,358.03
Total 1109 · Schwab				7,609.95	13,229.34	-5,619.39	2,809,358.03
<b>1111 · Schwab Deposit Account</b>							1,341,858.96
12/10/2021			2021 Dec Funds Transfer to ...		275,000.00	-275,000.00	1,066,858.96
12/31/2021	123121	...	2021 Dec Interest Reinvested	39.74		39.74	1,066,898.70
12/31/2021	123121	...	2021 Dec Interest	0.07		0.07	1,066,898.77
Total 1111 · Schwab Deposit Account				39.81	275,000.00	-274,960.19	1,066,898.77
<b>1125 · Hinsdale Bank and Trust</b>							0.00
12/31/2021			2021 Dec PBS Funds Transf...		60,322.83	-60,322.83	-60,322.83
12/31/2021			2021 Dec PBS Deposit	60,322.83		60,322.83	0.00
Total 1125 · Hinsdale Bank and Trust				60,322.83	60,322.83	0.00	0.00
<b>1126 · US Bank Checking</b>							267,582.62
12/10/2021			2021 Dec Funds Transfer to ...	275,000.00		275,000.00	542,582.62
12/10/2021			2021 Dec Funds Transfer Ch...		9,000.00	-9,000.00	533,582.62
12/30/2021			2021 Dec 31st Deposit	21,130.68		21,130.68	554,713.30
12/31/2021			2021 Dec Retiree Insurance ...	523.03		523.03	555,236.33
12/31/2021			2021 Dec PBS Funds Transf...	60,322.83		60,322.83	615,559.16
12/8/2021	6189	A.C. Buehler	2021 11/9-12/6 IT Support & ...		2,212.50	-2,212.50	613,346.66
12/8/2021	6190	Abraham J. Lee	2021 2nd Commissioner Stip...		500.00	-500.00	612,846.66
12/8/2021	6191	Air One Equipment, Inc.			1,120.00	-1,120.00	611,726.66
12/8/2021	6192	Aqua Illinois, Inc.	Acct#: 002200696 1393774 ...		247.27	-247.27	611,479.39
12/8/2021	6193	Bary Juister	2021 2nd Commissioner Stip...		500.00	-500.00	610,979.39
12/8/2021	6194	Blue Cross Blue Shield of Ill...	849700		38,543.51	-38,543.51	572,435.88
12/8/2021	6195	Bound Tree Medical	#84282658 - Tubing and Cla...		65.99	-65.99	572,369.89
12/8/2021	6196	Bumper to Bumper	#408-1271764 -- Diesel Oil		58.68	-58.68	572,311.21
12/8/2021	6197	Business Card	5474150001793602		1,357.93	-1,357.93	570,953.28
12/8/2021	6198	Call One	2021 10/15-11/14 Phone		907.80	-907.80	570,045.48
12/8/2021	6199	Dagmar Rutzen	2021 2nd Half Trustee Stipend		2,250.00	-2,250.00	567,795.48
12/8/2021	6200	David Hall	Chainsaw Repair ACE Hardw...		69.84	-69.84	567,725.64
12/8/2021	6201	Dell Marketing LP	#10537129010 - New Netw...		4,878.66	-4,878.66	562,846.98
12/8/2021	6202	Don Neal	2021 2nd Half Trustee Stipend		2,250.00	-2,250.00	560,596.98
12/8/2021	6203	Employee Benefits Corporat...	2021 Dec Benefits Card Fee/...		415.50	-415.50	560,181.48
12/8/2021	6204	Flood Brothers Disposal	2021 Nov Waste		135.86	-135.86	560,045.62
12/8/2021	6205	GIS Benefits	2021 Dec Met Law Voluntary ...		43.50	-43.50	560,002.12
12/8/2021	6206	Illinois Public Risk Fund	#74974 - 2022 Jan Workers' ...		14,175.00	-14,175.00	545,827.12
12/8/2021	6207	Karrison LLC	FY 2020 Financial Audit		6,900.00	-6,900.00	538,927.12
12/8/2021	6208	Konica Minolta	#450-0040513-000 (2021 D...		170.75	-170.75	538,756.37
12/8/2021	6209	Met Life Vision	2021 Dec Vision		341.65	-341.65	538,414.72
12/8/2021	6210	Michael Bronk.	EE Fire Boot Reimbursement		165.00	-165.00	538,249.72
12/8/2021	6211	Nicor Gas	25-87-75-000 6		295.85	-295.85	537,953.87
12/8/2021	6212	NIPSTA	#33700184 -HazMat Tech (B...		1,350.00	-1,350.00	536,603.87
12/8/2021	6213	Northern IL Alliance of FPD's	2021 Annual Membership Du...		357.00	-357.00	536,246.87
12/8/2021	6214	Paramedic Billing Services, ...	2021 Oct Ambulance Billing ...		2,486.18	-2,486.18	533,760.69
12/8/2021	6215	Perfect Temperature Contro...	#207352 - Rewire Office AC ...		169.95	-169.95	533,590.74
12/8/2021	6216	Principal Dental	Acct#1133159-10001 (2021 ...		3,438.24	-3,438.24	530,152.50
12/8/2021	6217	Regional Emergency Dispat...	2021 Dec Dispatch Services		19,384.00	-19,384.00	510,768.50
12/8/2021	6218	Robert M. Phillips	2021 2nd Commissioner Stip...		500.00	-500.00	510,268.50
12/8/2021	6219	Robert McKay	2021 Shift Christmas Meals		300.00	-300.00	509,968.50
12/8/2021	6220	Scott Peterson	AFAA - NFPA72 Course		150.00	-150.00	509,818.50
12/8/2021	6221	Standard Insurance Compa...	Policy Number: 167152-0012...		545.98	-545.98	509,272.52
12/8/2021	6222	Timothy Hamilton	2021 2nd Half Trustee Stipend		2,250.00	-2,250.00	507,022.52
12/8/2021	6223	Tom Collins Plumbing	Rod Sewer Line		340.00	-340.00	506,682.52
12/8/2021	6224	WEX Bank	(#0496-00-484993-1) 2021 ...		1,816.17	-1,816.17	504,866.35
12/8/2021	6225	WIRFS Industries Inc.	#33035 - 2014 Spartan Maint...		17,533.70	-17,533.70	487,332.65
12/6/2021	IMRF 1...	IMRF	2021 Nv IMRF 2690333519C...		329.25	-329.25	487,003.40
12/3/2021	120321	...	12714 EE ICMA Contrib 202...		5,827.53	-5,827.53	481,175.87
12/3/2021	120321	...	Remaining Balance 2021 De...		58,370.01	-58,370.01	422,805.86
12/10/2021	121021	...	12740 EE AFLAC Contrib 20...		888.40	-888.40	421,917.46
12/10/2021	121021	...	12741 EE Wage Garnish 202...		752.31	-752.31	421,165.15
12/10/2021	121021	...	12742 EE Wage Garnish 202...		1,437.23	-1,437.23	419,727.92
12/10/2021	121021	...	12743 EE Wage Garnish 202...		363.80	-363.80	419,364.12
12/10/2021	121021	...	12744 EE Health Ins Contrib ...		1,918.22	-1,918.22	417,445.90

**North Maine FPD  
Treasurer's Report  
December 31, 2021**

**Accrual Basis**

Date	Num	Name	Memo	Debit	Credit	Amount	Balance
12/10/2021	121021	...	12747 EE ICMA Contrib 202...		5,589.81	-5,589.81	411,856.09
12/10/2021	121021	...	Remaining Balance 2021 De...		82,294.48	-82,294.48	329,561.61
12/24/2021	122421	...	12773 EE AFLAC Contrib 20...		888.40	-888.40	328,673.21
12/24/2021	122421	...	12774 EE Wage Garnish 202...		752.31	-752.31	327,920.90
12/24/2021	122421	...	12775 EE Wage Garnish 202...		1,437.23	-1,437.23	326,483.67
12/24/2021	122421	...	12776 EE Wage Garnish 202...		363.80	-363.80	326,119.87
12/24/2021	122421	...	12777 EE Health Ins reim 20...		1,918.22	-1,918.22	324,201.65
12/24/2021	122421	...	12780 EE ICMA Contrib 202...		5,987.45	-5,987.45	318,214.20
12/24/2021	122421	...	Remaining Balance 2021 De...		96,178.59	-96,178.59	222,035.61
12/31/2021	123121	...	2021 Dec US Bank Fees		89.95	-89.95	221,945.66
12/31/2021	123121	...	12-31-21 Payroll Fee 1099's		58.00	-58.00	221,887.66
Total 1126 · US Bank Checking				356,976.54	402,671.50	-45,694.96	221,887.66
<b>1127 · US Bank Employee Benefits</b>							18,501.20
12/10/2021			2021 Dec Funds Transfer Ch...	9,000.00		9,000.00	27,501.20
12/31/2021	EBC '21...	EBC (Employee Benefit Car...	2021 Dec EE Deductibles		10,679.24	-10,679.24	16,821.96
Total 1127 · US Bank Employee Benefits				9,000.00	10,679.24	-1,679.24	16,821.96
Total 1100 · USBANK				433,949.13	761,902.91	-327,953.78	4,114,966.42
<b>TOTAL</b>				<b>433,949.13</b>	<b>761,902.91</b>	<b>-327,953.78</b>	<b>4,114,966.42</b>

**North Maine FPD  
Disbursements  
January 12, 2022**

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**CHECKS**

Check #'s 6226-6268

**\$113,424.31**

**TOTAL CHECKS**

**\$113,424.31**

**PAYROLLS**

Sick Pay - December 3, 2021

**\$64,197.54**

December 10, 2021

**\$93,244.25**

December 24, 2021

**\$107,526.00**

**TOTAL PAYROLLS**

**\$264,967.79**

**TOTAL DISBURSEMENTS**

**\$378,392.10**



11:12 AM  
01/12/22  
Cash Basis

# North Maine FPD DISBURSEMENTS January 12, 2022

	<u>Jan 12, 22</u>
A.C. Buehler	-1,575.00
Air One Equipment, Inc.	-417.00
Albert Collins	-1,235.62
Angelo Savino	-172.00
Aqua Illinois, Inc.	-231.63
AT&T Mobility	-859.02
Blue Cross Blue Shield of Illinois	-43,456.51
Business Card	-3,873.94
Call One	-908.02
Carbonite Inc.	-2,108.40
Comcast Cable # 8771 10 131 0418864	-73.78
ComCast Internet # 8771 10 131 0126822	-98.45
Commonwealth Edison Co	-966.40
Cook County Collector	-132.30
CR Flowers	-76.00
Dat-Tel	-1,760.00
Employee Benefits Corporation	-115.50
Flood Brothers Disposal	-271.72
GIS Benefits	-43.50
Home Depot Credit Services	-11.63
Illinois American Water Co.	-27.53
Illinois Public Risk Fund	-14,178.00
Journal & Topics	-104.28
Konica Minolta	-170.75
Lauterbach and Amen, LLP	-1,360.00
Met Life Vision	-341.65
Nicor Gas	-810.59
NIPSTA	-3,818.00
Ottosen, Dinolfo, Hasenbalg & Castaldo	-1,488.72
Perfect Temperature Control, Inc.	-964.40
Praxair/Gas Tech	-308.82
Principal Dental	-3,520.68
Regional Emergency Dispatch Center	-21,949.00
Sievert Crane & Hoist	-1,600.78
Spok, Inc.	-19.55
Standard Insurance Company Life	-545.98
Staples	-277.86
Stryker Sales Corp.	-1,350.32
The Blowhard Co.	-600.00
Todd Lustig	-140.35
WEX Bank	-1,460.63
<b>TOTAL</b>	<b><u>-113,424.31</u></b>