

# 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 9, 2022

A regular meeting of the North Maine Fire Protection District Board of Trustees was held on Wednesday, February 9, 2022 at 7:00 p.m. in 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:** The meeting was called 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, Ottesen DiNolfo; Sam Meyer & Jess Foust, Lauterbach & Amen, LLP

**APPROVAL OF MEETING MINUTES:** *January 12, 2022 Regular Meeting Open Session and Closed Session Minutes:* The Board reviewed the January 12, 2022 regular meeting minutes for open and closed session. A motion was made by Trustee Rutzen seconded by Trustee Hamilton to approve the January 12, 2022 regular and closed session meeting minutes as written. Motion carried by roll call vote.

**AYES:** Trustees Neal, Rutzen and Hamilton

**NAYS:** None

**ABSENT:** None

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

**TREASURER'S REPORT:** *January 31, 2022 Treasurer's Report:* The Board reviewed the Treasurer's Report for the period ending January 31, 2022. The District's beginning balance as of January 1, 2022 was \$4,114,966.42. The District received deposits during the month of January in the amount of \$78,735.29. The District's expenses for the month of January totaled (\$460,106.60). The January in-and-out transfers were \$392,409.83. The net balance change for the month of January was (\$381,371.31). The District's total ending balance as of January 31, 2022 was \$3,733,595.11. A motion was made by Trustee Hamilton and seconded by Trustee Rutzen to accept the Treasurer's Report as presented. Motion carried by roll call vote.

**AYES:** Trustees Neal, Rutzen and Hamilton

**NAYS:** None

**ABSENT:** None

**ATTORNEY’S REPORT:** Attorney Motylinski informed the Board that Daniel Riggio has accepted the PSEBA terms that was presented. Attorney Motylinski also noted that no ruling has been made on the litigation regarding 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:* Department ran 369 calls for January 2022, and a zoom meeting is scheduled with the Board of Directors February 16<sup>th</sup> regarding radios
- *NIPSTA:* No update
- *MABAS:* No update
- *Lutheran General:* No update
- *Review of Assigned Tasks:*
  - Real estate exemption was submitted to the County
  - Telephone project still in process and noted the cost to continue with copper lines increased from \$276 to \$643
  - Workers comp audit has been completed
  - Cyber insurance renewal is in process
  - Candidate testing is in process with an application deadline of February 25, 2022

**OLD BUSINESS:** *Discussion/Possible Approval of Ordinance 2022-O-1 Covering Salaries & Insurance Benefits of the North Maine Fire Protection District:* The Board discussed the ordinance 2022-O-2. Chief McKay informed the Board that union employees received a 2% increase. The Board discussed increasing the starting pay for a fire inspector from \$25.00 to \$27.00 an hour. The Board also discussed increasing all District Chief ‘s salary and noted they need to maintain a pay gap between Lieutenants and District Chiefs. The Board discussed increasing each tier of District Chiefs by a flat dollar amount of \$3,000.00. The Board noted that the Fire Chief will also be awarded a flat dollar amount of \$3,000.00. A motion was made by Trustee Rutzen and seconded by Trustee Hamilton to approve the amended ordinance regarding 2022 salaries as discussed. Motion carried by roll call vote.

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

**NEW BUSINESS:** *Discussion/Possible Approve of Engagement Letter for the 2021 Financial Audit:* The Board reviewed the 2021 financial audit proposal prepared by Karrison LLC. A motion was made by Trustee Hamilton and seconded by Trustee Rutzen to engage Karrison LLC for the North Maine Fire Protection District in an amount not to exceed \$7,300.00. Motion carried by roll call vote.

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

*Discussion/Possible Approve of Foreign Fire Tax Purchases:* Chief McKay informed the Board that the Department has a foreign fire tax balance of \$12,063.25. The Department has requested the following: Stair climber machine in an amount not to exceed \$3,000.00; Weight safety collars in the amount not to exceed \$45.00; Battery operated tool kit in an amount not to exceed \$500; TV in an amount not to exceed \$450.00; Cookware in an amount not to exceed \$750.00 and requested it to be split with the District 50/50 per the contract; Fire Hose for training in amount not to exceed \$525.00; Knife contract which delivers sharp knives monthly to the Fire Station in the amount of \$540.00; Hose testing machine in an amount not to exceed \$4,000.00 and Meat smoker

in an amount not to exceed \$1,000.00. A motion was made by Trustee Rutzen and seconded by Trustee Hamilton to approve the purchases in an amount not to exceed \$10,850.00. Motion carried by roll call vote.

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

*February 9, 2022 Check Register and Disbursement Summary (Approval):*

North Maine FPD Disbursements February 9, 2022		
Checks:	Check #'s: 6269-6304	\$152,865.40
	GEMT Medicaid ACH Transfer	\$102,401.76
Total Checks:		<u>255,266.16</u>
Payroll:	January 7, 2022	\$99,542.88
	January 21, 2022	\$109,242.51
Total Payrolls:		<u>\$208,785.39</u>
Total Disbursements:		<b><u>\$464,051.55</u></b>

A motion was made by Trustee Hamilton and seconded by Trustee Rutzen to approve total disbursements for the month of January in the amount of \$464,051.55 as presented. Motion carried by roll call vote.

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

**CLOSED SESSION:** There was no need to enter into closed session.

**ADJOURNMENT:** A motion was made by Trustee Hamilton and seconded by Trustee Rutzen to adjourn the meeting at 7:49 p.m. Motion carried unanimously by voice vote.

**The next regular meeting is scheduled for Wednesday, March 9, 2022 at 7:00 p.m. in the North Maine Fire Station located at 9301 Potter Road, Des Plaines, Illinois 60016.**

— ABSENT —  
 Don Neal, Board President

Dagmar Rutzen  
 Dagmar Rutzen, Treasurer

Timothy Hamilton PRES. PROTEN  
 Timothy Hamilton, Board Secretary

3/9/22  
 Date Approved by Board