

North Maine Fire Protection District

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



FIRE CHIEF

Robert Greiner

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 NOVEMBER 12, 2025

A regular meeting of the North Maine Fire Protection District Board of Trustees was held on Wednesday, November 12, 2025 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: Chief Greiner called the meeting to order at 7:07 p.m.

ROLL CALL:

PRESENT: Treasurer Dagmar Rutzen and Trustee Barry Juister

ABSENT: President Don Neal

ALSO PRESENT: Fire Chief Robert Greiner, North Maine FPD; Attorney John Motylinski, Ottosen DiNolfo; Dhara Patel and Monika Adamski (*arrived via teleconference at 7:07 p.m.*), Lauterbach & Amen (L&A); James Howard, Government Accounting

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

APPROVAL OF MEETING MINUTES: *October 8, 2025 Regular Meeting Open Session Minutes:* The Board reviewed the October 8, 2025 regular meeting open session minutes. A motion was made by Trustee Rutzen and seconded by Trustee Juister to approve the October 8, 2025 regular meeting open session minutes. Motion carried unanimously by voice vote.

PUBLIC COMMENTS: There was no public comment.

PRESENTATIONS: *L&A 2024 Audit Presentation – Monika Adamski:* Ms. Adamski presented the 2024 draft audit prepared by Lauterbach and Amen. All questions were answered by Ms. Adamski.

Ms. Adamski left the meeting at 7:16 p.m.

A motion was made by Trustee Rutzen and seconded by Trustee Juister to open the budget hearing at 7:17 p.m. Motion carried by roll call vote.

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

The Board noted that a notice was provided to the public within the timeline required by the OMA through the necessary forums.

There was no public comment.

A motion was made by Trustee Rutzen and seconded by Trustee Juister to close the budget hearing at 7:18 p.m. Motion carried by roll call vote.

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

Government Accounting 2026 Draft Budget Presentation – James Howard: Mr. Howard presented the 2026 Draft Budget. All questions were answered by Mr. Howard.

Mr. Howard left the meeting at 7:35 p.m.

TREASURER’S REPORT: *October 31, 2025 Treasurer’s Report:* The Board reviewed the Treasurer’s Report for the period ending October 31, 2025. As of October 31, 2025 the District’s beginning balance was \$7,094,310.77. The District received deposits during the month of October in the amount of \$201,316.18. The October expenses totaled (\$509,346.74). The October in-and-out transfers were \$605,553.24. The October net balance change was (\$308,030.56). As of October 31, 2025 the District’s ending balance was \$6,786,280.21. A motion was made by Trustee Juister and seconded by Trustee Rutzen 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 Greiner informed the Board of the following:

- *MABAS:* MABAS budget meeting is coming up and the dues are due soon.
- *RED Center:* The Department ran 263 calls for October 2025.
- *NIPSTA:* No updates.
- *Review of Assigned Tasks:*
 - 2024 audit draft is complete.
 - Strong Pay payroll is implemented and first payment was processed.
 - Progress on FEMA grant halted due to ongoing governmental shut down.
 - Order has been placed for a bench in honor of previous Fire Chief Robert McKay.
 - Red Opps committee actively working on updating policy.

OLD BUSINESS: There was no old business to discuss.

NEW BUSINESS:

November 12, 2025 Check Register and Disbursement Summary (Approval):

North Maine FPD Disbursements October 31, 2025		
Checks:	Check #'s 8075-8119	\$171,199.72
Total Checks:		\$171,199.72
Payrolls:	October 10, 2025	\$128,570.76
	October 24, 2025	\$125,171.08
Total Payrolls:		\$253,741.84
Total Disbursements:		\$424,941.56

A motion was made by Trustee Juister and seconded by Trustee Rutzen to approve the total disbursements for the month of October 2025 in the amount of \$424,941.56 as presented. Motion carried unanimously by voice vote.

The Board discussed the need for a president pro-temp. A motion was made by Trustee Juister and seconded by Trustee Rutzen to appoint Trustee Rutzen as the president pro-temp. Motion carried unanimously by voice vote.

Presentation and Discussion/Possible Approval 2024 Audit, Monika from L&A: The Board discussed the 2024 audit completed by Lauterbach and Amen. A motion was made Trustee Rutzen and seconded by Trustee Juister to approve the 2024 audit. Motion carried unanimously by voice vote.

Presentation and Discussion/Possible Approval 2026 Draft Budget & Appropriations Ordinance: The Board discussed Ordinance NO. 2025-0-1112-1. A motion was made Trustee Rutzen and seconded by Trustee Juister to approve the Ordinance Providing for the Budget and Appropriations. Motion carried unanimously by voice vote.

Discussion/Possible Approval any budget related items not already covered: The Board discussed the Ordinance NO. 2025-0-1112-2. A motion was made Trustee Rutzen and seconded by Trustee Juister to approve the Ordinance Levying and Assessing Taxes of North Maine Fire Protection District for 2025. Motion carried unanimously by voice vote.

Discussion/Possible Approval Annual Insurance Premiums: The Board discussed annual insurance premiums for 2026 provided by Assured Partners. A motion was made by Trustee Rutzen and seconded by Trustee Juister to approve the annual insurance premiums provided by Assured Partners for 2026. Motion carried unanimously by voice vote.

The Board also discussed health, dental and vision insurance premiums for 2026 from Blue Cross Blue Shield. A motion was made by Trustee Rutzen and seconded by Trustee Juister to approve the health insurance premium increase for 2026 in the amount of \$99,257.76. Motion carried unanimously by voice vote.

The Board also reviewed the 2026 workers compensation insurance renewal provided by Illinois Public Risk Fund (IPRF). A motion was made by Trustee Rutzen and seconded by Trustee Juister to accept the IPRF workers compensation insurance renewal for 2026 in the amount of \$185,317. Motion carried unanimously by voice vote.


Discussion/Possible Approval RED Center BOD & Budget Sub-Committee Trustee: The board discussed possibly appointing a Trustee for Red Center BOD and Budget Sub-Committee. Further discussion will be held at the next regular meeting.

CLOSED SESSION: There was no need for closed session.

ADJOURNMENT: A motion was made by Trustee Rutzen and seconded by Trustee Juister to adjourn the meeting at 7:54 p.m. Motion carried unanimously by voice vote.

The next regular meeting is scheduled for Wednesday, December 10, 2025 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 Dhara Patel, Professional Administrative Services, Lauterbach & Amen