

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 13th of April, 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:
April 11, 2022**

NORTH MAINE FIRE PROTECTION DISTRICT TRUSTEES MEETING AGENDA

For the Regular Meeting on the 13th day of April 2022

- I. Call to Order**
- II. Roll Call**
 - Pledge of Allegiance
- III. Approval of Minutes of Prior Meeting(s)**
 - March 9, 2022 Regular Meeting *Open Session Minutes*
- IV. Public Comments**
- V. Treasurer's Report**
 - February 28, 2022 (Amended)
 - March 31, 2022
- 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 *Resolution 2022-R-1: Authorizing the Surplus and Sale; Disposal of Unusable Personal Property of the District*
 - Discussion/Possible Approval to Purchase IPRF Grant Items
 - April 13, 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 MARCH 9, 2022

A regular meeting of the North Maine Fire Protection District Board of Trustees was held on Wednesday, March 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.

CALL TO ORDER: The meeting was called to order at 7:05 p.m.

ROLL CALL:

PRESENT: Secretary Timothy Hamilton and Treasurer Dagmar Rutzen
ABSENT: President Don Neal
ALSO PRESENT: Fire Chief Robert McKay and Lieutenant David Hall, North Maine FPD; District Attorney John Motylinski, Ottesen DiNolfo; Adam Lindtrom, Insurance Resources Inc; Sam Meyer & Jessica Foust, Lauterbach & Amen, LLP (*via videoconference*)

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

APPROVAL OF MEETING MINUTES: *February 9, 2022 Regular Meeting Minutes:* The Board reviewed the February 9, 2022 regular meeting minutes. A motion was made by Trustee Rutzen seconded by Trustee Hamilton to approve the February 9, 2022 regular meeting minutes as written. Motion carried by roll call vote.

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

PUBLIC COMMENT: *Discussion/Possible Approve of 2022 Cyber Insurance Policy:* The Board reviewed the 2022 Cyber Insurance policy provided by Mr. Lindsten. A motion was made by Trustee Hamilton and seconded by Trustee Rutzen to approve the Burns and Wilcox Cyber Insurance Policy in the amount of \$6,433. Motion carried by roll call vote.

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

TREASURER'S REPORT: *February 28, 2022 Treasurer's Report:* The Board reviewed the Treasurer's Report for the period ending February 28, 2022. The District's beginning balance as of February 1, 2022 was \$3,733,595.11. The District received deposits during the month of February in the amount of \$525,979.10. The District's expenses for the month of February totaled (\$500,283.78). The February in-and-out transfers were \$383,901.14. The net balance change for the month of February was \$25,695.32. The District's total ending balance as of February 28, 2022 was \$3,759,290.43. 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.

North Maine Fire Protection District
 Meeting Minutes – March 9, 2022
 Page 2 of 3

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

ATTORNEY’S REPORT: Attorney Motylinski reviewed House Bill 4461 with the Board and noted that the Governor has extended the disaster declaration for an additional 30 days. 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:* The Department ran 284 calls for February 2022. Year to-date calls for 2022 is 653. The credit with Red Center is in the amount of \$14,380, but is expected to decrease by the fiscal year-end.
- *NIPSTA:* No update
- *MABAS:* No update
- *Lutheran General:* No update
- *Review of Assigned Tasks:*
 - Resignation Letter from Fire Inspector Peterson was received
 - Telephone project still in process
 - Workers Comp audit has been completed and requires a payment of \$5,809
 - Candidate testing is in process with a total of 11 candidates, written examination is scheduled for March 26th

OLD BUSINESS: There was no old business to discuss.

NEW BUSINESS: *Discussion/Possible Approve of 2022 Cyber Insurance Policy:* This item was discussed under Public Comment.

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

North Maine FPD Disbursements March 9, 2022		
Checks:	Check #'s: 6305-6341	\$121,836.70
Total Checks:		<u>\$121,836.70</u>
Payroll:	February 4, 2022	\$101,334.04
	February 18, 2022	\$101,489.51
Total Payrolls:		<u>\$202,823.55</u>
Total Disbursements:		<u>\$324,660.25</u>

A motion was made by Trustee Hamilton and seconded by Trustee Rutzen to approve total disbursements for the month of February in the amount of \$324,660.25 as presented. Motion carried by roll call vote.

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

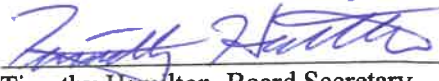
CLOSED SESSION: There was no need to enter into closed session.

ADJOURNMENT: A motion was made by Trustee Rutzen and seconded by Trustee Hamilton to adjourn the meeting at 7:25 p.m. Motion carried unanimously by voice vote.

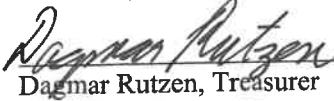
The next regular meeting is scheduled for Wednesday, April 13, 2022 at 7:00 p.m. in the North Maine Fire Station located at 9301 Potter Road, Des Plaines, Illinois 60016.



Don Neal, Board President



Timothy Hamilton, Board Secretary



Dagmar Rutzen, Treasurer

4/13/22

Date Approved by Board

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

**North Maine FPD
Treasurer's Report**

Revised Feb 28, 2022

Schwab	\$	2,769,574.85
Schwab (Deposit Acct)	\$	856,939.62
Hinsdale Bank and Trust	\$	-
US Bank Checking	\$	215,706.17
US Bank Employee Benefits	\$	18,559.30
February 28, 2022	\$	<u>3,860,779.94</u>

February 1, 2022	\$	3,733,595.11
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<i>Feb Deposits</i>	\$	525,979.10
<i>Feb Expenses</i>	\$	(398,794.27)
<i>Feb Funds Transfers OUT</i>	\$	(383,901.14)
<i>Feb Funds Transfers IN</i>	\$	383,901.14

Net Balance Change	\$	127,184.83
February 28, 2022	\$	<u>3,860,779.94</u>

**North Maine FPD
Treasurer's Report**

March 31, 2022

Schwab		\$	2,724,825.15
Schwab (Deposit Acct)		\$	1,873,486.68
Hinsdale Bank and Trust		\$	471.97
US Bank Checking		\$	214,219.84
US Bank Employee Benefits		\$	20,398.37
March 31, 2022		\$	4,833,402.01
March 1, 2022		\$	3,860,779.94
<i>March Deposits</i>	\$	1,488,753.82	
<i>March Expenses</i>	\$	(516,131.75)	
<i>March Funds Transfers OUT</i>	\$	(455,079.07)	
<i>March Funds Transfers IN</i>	\$	455,079.07	
Net Balance Change		\$	972,622.07
March 31, 2022		\$	4,833,402.01

**North Maine FPD
Treasurer's Report**

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March 31, 2022		\$	4,833,402.01

RESOLUTION 2022-R-1

**A RESOLUTION AUTHORIZING THE SURPLUS AND SALE;
DISPOSAL OF UNUSABLE PERSONAL PROPERTY OF
THE NORTH MAINE FIRE PROTECTION DISTRICT**

WHEREAS, the Board of Trustees of the North Maine Fire Protection District (the District), Cook County, Illinois, has authority pursuant to 70 ILCS 705/10a (the Code) to sell/dispose of personal property no longer needed for fire protection purposes; and

WHEREAS, the District has determined that it is in the District's best interest to surplus, dispose of or sell the personal property identified below.

NOW, THEREFORE, Be It Resolved by the Board of Trustees of the North Maine Fire Protection District, Cook County, Illinois, as follows:

Section One: The District hereby finds that the personal property identified on EXHIBIT A attached hereto and made a part hereof is no longer useable for fire protection purposes. The identified personal property shall be disposed of or sold as appropriate.

Section Two: This Resolution shall be in full force and effect upon its adoption and shall supersede any resolution or motions or parts of resolutions or motions in conflict with any part herein and any such resolutions or motions or parts of resolutions are hereby repealed to the extent of the conflict.

Section Three: If any section, paragraph, or provision of this Resolution shall be held invalid or unenforceable for any reason, such invalidity or unenforceability shall not affect any of the remaining provision of this Resolution.

ADOPTED this 13th Day of April, 2022

AYES: 3
NAYES: 0
ABSENT: 0

ATTEST:



President Board of Trustees
North Maine Fire Protection District



Secretary, Board of Trustees
North Maine Fire Protection District

STATE OF ILLINOIS)
)
COUNTY OF COOK) SS

SECRETARYS CERTIFICATE

I, Timothy Hamilton, the duly qualified and acting Secretary of the Board of Trustees of the North Maine Fire Protection District, Cook County, Illinois, do hereby certify that the attached hereto is a true and correct copy of a Resolution entitled:

RESOLUTION 2022-R-1

**A RESOLUTION AUTHORIZING THE SURPLUS AND SALE;
DISPOSAL OF UNUSABLE PERSONAL PROPERTY OF
THE NORTH MAINE FIRE PROTECTION DISTRICT**

which Resolution was adopted by the Board of Trustees of the North Maine Fire Protection District at a public meeting held on the 13th Day of April, 2022

IN WITNESS WHEREOF, I have hereunto set my hand this 13th Day of April, 2022



Secretary, Board of Trustees
North Maine Fire Protection District

EXHIBIT A: SCHEDULE OF PROPERTY 2022-R-1

Disposal of Obsolete Personal Property

Failed Fire Hose

1. (5) 1.75" x 50'
2. (2) 2.5 x 50'
3. (3) 3" x 50'
4. (1) 4" x 50'
5. (1) 4" x 100'

Disposal of Unusable Electronic Equipment

1. Fire Prevention Bureau:
 - a. One (1) Dell 16" Computer Monitor
 - b. One (1) Epson Workforce WF-3640 Printer
2. Administration
 - a. One (1) Network Server
 - b. One (1) Emnet Computer #E8504982
 - c. Two (2) Dell Computers #9NN9Y51/#X1711200
 - d. Two (2) HP Computers #2ua4310k47/#MXL32822x4
 - e. One (1) HP Laptop #CNU8250VC7
 - f. One (1) Panasonic Toughbook #X1251822
 - g. One (1) Sony Monitor #1009844
 - h. One (1) MS Surface Pro #035563651053
 - i. One (1) Cassette Player #56421572350
 - j. Three (3) Ethernet Switches #FS524/#4882A011/#2731083K03D18
 - k. Two (2) Linksys Routers #C272B010785/#SNO00G600565
 - l. One (1) Panasonic Camcorder #B5WA10255
 - m. One (1) Motorola Multi-Battery Charging Station #MSAL0999
 - n. Two (2) Garmin GPS #2LM135814/#2LM135910
 - o. Fourteen (14) NEC Phones: Model #BH0579



MEMORANDUM

Date: February 28, 2022
To: Chief R. McKay
From: Lieut. D. Hall
RE: Items to be Declared Surplus

At the Board of Trustees' discretion, please have the following items declared surplus:

FIRE HOSE:

5qty. 1.75" x 50'

007, # 44, # 58, # 72, & # 85 – Failed annual service test or failed in service

Replacement cost: \$230.00ea.

Current value: \$0

[N.B.: Above items already donated to Cook County Highway Department Maintenance Facility, District No. 2, Des Plaines, IL.]

2qty. 2.5"x50'

224 & # 225 – Failed annual service test

Replacement cost: \$285.00ea.

Current value: \$0

3qty. 3" x 50'

338, # 353 & # CL1 – Failed annual service test

Replacement cost: \$220.00

Current value: \$0

1ea. 4"x50'

#224-A – Failed annual service test

Replacement cost: \$445.00

Current value: \$0

1ea. 4"x100'

448 – Failed annual service test

Replacement cost: \$665.00

Current value: \$0

If you have any questions or concerns, please contact me.

Thank you.

**North Maine FPD
Disbursements
April 13, 2022**

CHECKS #'s	6342-6386	\$112,506.57
TOTAL CHECKS		\$112,506.57
PAYROLLS		
	March 4 ,2022	\$127,035.82
	March 18, 2022	\$101,930.79
TOTAL PAYROLLS		<u>\$228,966.61</u>
TOTAL DISBURSEMENTS		<u><u>\$341,473.18</u></u>

10:03 AM

04/12/22

Cash Basis

**North Maine FPD
DISBURSEMENTS
April 13, 2022**

	<u>Apr 13, 22</u>
A.C. Buehler	-1,425.00
Advocate Occupational Health	-1,707.50
Air One Equipment, Inc.	-1,292.20
Aqua Illinois, Inc.	-259.44
AT&T Mobility	-799.06
Blue Cross Blue Shield of Illinois	-41,543.53
Brett Csajaghy	-150.83
Bumper to Bumper	-318.49
Business Card	-965.67
Call One	-330.20
Carbonite Inc.	-93.00
Comcast Cable # 8771 10 131 0418864	-75.95
ComCast Internet # 8771 10 131 0126822	-98.45
Commonwealth Edison Co	-1,023.37
Cozzini Bros	-40.00
Dat-Tel	-1,760.00
David Kotek	-129.25
Dive Rescue International	-125.20
Employee Benefits Corporation	-115.50
Fire & Security Systems, Inc	-261.26
Flood Brothers Disposal	-135.86
GIS Benefits	-43.50
Go To Communications	-655.28
Highland Park Ford	-331.84
Home Depot Credit Services	-722.00
IFIA	-30.00
Illinois American Water Co.	-23.47
Illinois Public Risk Fund	-14,178.00
Konica Minolta	-170.75
Menards	-22.20
Met Life Vision	-491.95
Nepthali Bailon	-410.31
Nicor Gas	-1,278.23
Ottosen, Dinolfo, Hasenbalg & Castaldo	-2,329.00
Praxair/Gas Tech	-159.87
Principal Dental	-3,520.68
Regional Emergency Dispatch Center	-21,949.00
Resource Insurance Advisors, Inc	-6,433.00
Spok, Inc.	-19.52
Standard Insurance Company Life	-545.98
Staples	-142.40
Target Solutions	-2,686.75
WEX Bank	-2,021.52
WIRFS Industries Inc.	-1,538.00
Zep Sales & Service	-153.56
TOTAL	<u>-112,506.57</u>