

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 OCTOBER 8, 2025

A regular meeting of the North Maine Fire Protection District Board of Trustees was held on Wednesday, October 8, 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 7:10 p.m.

ROLL CALL:

PRESENT: President Don Neal, Treasurer Dagmar Rutzen and Trustee Barry Juister

ABSENT: None

ALSO PRESENT: Fire Chief Robert Greiner and Lt. Todd Lustig, North Maine FPD; Attorney John Motylinski, Ottosen DiNolfo; Dhara Patel, Lauterbach & Amen (L&A)

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

APPROVAL OF MEETING MINUTES: *September 10, 2025 Regular Meeting Open Session Minutes:* The Board reviewed the September 10, 2025 regular meeting open session minutes. A motion was made by Trustee Rutzen and seconded by Trustee Juister to approve the September 10, 2025 regular meeting open session minutes. Motion carried unanimously by voice vote.

PUBLIC COMMENTS: There was no public comment.

TREASURER'S REPORT: *September 30, 2025 Treasurer's Report:* The Board reviewed the Treasurer's Report for the period ending September 30, 2025. As of September 30, 2025 the District's beginning balance was \$7,678,259. The District received deposits during the month of September in the amount of \$169,670.13. The September expenses totaled (\$755,289.22). The September in-and-out transfers were \$422,253.10. The September net balance change was (\$585,619.09). As of September 30, 2025 the District's ending balance was \$7,092,639.91. A

motion was made by Trustee Juister and seconded by Trustee Neil 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 Division 3 Chiefs meeting was held on September 25, 2025.
- *RED Center:* The Department ran 287 calls for September 2025.
- *NIPSTA:* No updates.
- *Review of Assigned Tasks:*
 - 2024 draft audit is available for review.
 - Strong Pay payroll onboarding is in process.
 - Progress on FEMA grant halted due to ongoing governmental shut down.
 - FEMA Assistance to Firefighters (AFG) grant awarded, will be used to purchase thermal imaging cameras.
 - State of Illinois Small Tool Grant available for submission.
 - Approved purchases using Foreign Fire Tax fund have been completed.
 - DC Exams are concluded with commissioner interviews.

OLD BUSINESS: There was no old business to discuss.

NEW BUSINESS:

September 30, 2025 Check Register and Disbursement Summary (Approval):

North Maine FPD Disbursements September 30, 2025		
Checks:	Check #'s 8037-8074	\$126,069.04
Total Checks:		\$126,069.04
Payrolls:	September 12, 2025	\$122,369.10
	September 26, 2025	\$120,845.04
Total Payrolls:		\$243,214.14
Total Disbursements:		\$369,283.18

A motion was made by Trustee Juister and seconded by Trustee Neal to approve the total disbursements for the month of September 2025 in the amount of \$369,283.18 as presented. Motion carried unanimously by voice vote.

Discussion/Possible Approval of any items related to the budget: The Board discussed the budget items. Further discussion will be held at the next regular meeting.

Discussion/Possible Approval of new part-time fire inspector: The Board discussed hiring a new part-time fire inspector. A motion was made by Trustee Rutzen and seconded by Trustee Juister to approve new part-time fire inspector Matt Perkins for \$28 per hour with no additional benefits. Motion carried unanimously by voice vote.

Discussion/Possible Approval of MH Occupational Health to provide Annual Physicals in 2026: The Board discussed the MH occupational health to provide annual physicals for 2026. A motion was made by Trustee Rutzen and seconded by Trustee Juister to approve MH Occupational Health services in the amount of \$15,660 for 2026. Motion carried unanimously by voice vote.

Discussion/Possible Approval of Ultrasound Cancer Screening (50/50 split with FFT): The Board discussed approval of ultrasound cancer screening. No further action was taken by the Board.

Discussion/Possible Approval to take Fire Department vehicles out of state for New Engine Preconstruction: The Board discussed taking the Fire Department vehicles out of state for new engine reconstruction. No further action was taken.

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, November 12, 2025 at 7:00 p.m. in the North Maine Fire Station #1 located at 9301 Potter Road, Des Plaines, Illinois 60016.


Trustee Signature

11/12/25
Date Approved by Board

Minutes prepared by Dhara Patel, Professional Administrative Services, Lauterbach & Amen