

# 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  
BARRY JUISTER

## MINUTES OF A REGULAR MEETING OF THE NORTH MAINE FIRE PROTECTION DISTRICT BOARD OF TRUSTEES COOK COUNTY, ILLINOIS APRIL 12, 2023

A regular meeting of the North Maine Fire Protection District Board of Trustees was held on Wednesday, April 12, 2023 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 7:00 p.m.

### ROLL CALL:

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

**ABSENT:** None

**ALSO PRESENT:** Fire Chief Robert McKay, North Maine FPD; District Attorney John Motylinski, Ottosen DiNolfo; Jessica Foust, Lauterbach & Amen, LLP (L&A)

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

*The Board recognized the efforts of Firefighters' Adrian Maravilla and Tom Usher in going above and beyond the line of duty.*

**APPROVAL OF MEETING MINUTES:** *March 8, 2023 Regular Meeting Open Session Minutes:* The Board reviewed the March 8, 2023 regular meeting minutes. A motion was made by Trustee Neal and seconded by Trustee Rutzen to approve the March 8, 2023 regular meeting minutes as written. Motion carried unanimously by voice vote.

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

**TREASURER'S REPORT:** *March 31, 2023 Treasurer's Report:* The Board reviewed the Treasurer's Report for the period ending March 31, 2023. The District's beginning balance as of March 1, 2023 was \$4,513,076.22. The District received deposits during the month of March in the amount of \$1,033,968.92. The District's expenses for the month of March totaled (\$626,856.61). The March in-and-out transfers were \$314,411.78. The net balance change for the month of March was \$407,112.31. The District's total ending balance as of March 31, 2023 was \$4,920,188.53. A motion was made by Trustee Neal and seconded by Trustee Juister to accept the Treasurer's Report as presented. Motion carried by roll call vote.

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

**NAYS:** None

**ABSENT:** None

**ATTORNEY'S REPORT:** Attorney Motylinski updated the Board on legislation pertaining to the Fire Protection District as well as the Pension Fund.

**FIRE CHIEF AND TRUSTEE REPORTS:** Chief McKay informed the Board of the following:

- *RED Center:* The Department ran 287 calls for March 2023 compared to 260 calls in March 2022. The year to-date calls for 2023 is 880 calls compared to 783 calls in 2022.
- *NIPSTA:* No update
- *MABAS:* Training available at All State Arena
- *Lutheran General:* No update
- *Review of Assigned Tasks:*
  - All Statements of Economic Interest are due May 1, 2023
  - The annual tax affidavit has been completed

**OLD BUSINESS:** *Discussion/Possible Approval of 2021 Financial Audit:* The Board reviewed the 2021 Financial Audit. A motion was made by Trustee Rutzen and seconded by Trustee Neal to approve the 2021 Financial Audit provided by Karrison LLC. Motion carried by roll call vote.

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

*Discussion/Possible Approval of the FY 2021 Treasurer’s Annual Statement of Receipts and Disbursements for the North Maine Fire Protection District:* The Board discussed the FY 2021 Treasurer’s Annual Statement of Receipts and Disbursements for the North Maine Fire Protection District. A motion was made by Trustee Juister and seconded by Trustee Neal to approve the FY 2021 treasurer’s annual statement of receipts and disbursements. Motion carried by roll call vote.

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

**NEW BUSINESS:** *Discussion/Possible Approval of 7(g) Agreement with Local 2224 for Part-time Fire Inspector:* The Board reviewed the 7(g) Agreement with Local 2224 for a part-time fire inspector. A motion was made by Trustee Neal and seconded by Trustee Juister to approve the 7(g) Agreement with Local 2224. Motion carried unanimously by voice vote.

*April 12, 2023 Check Register and Disbursement Summary (Approval):*

North Maine FPD Disbursements April 12, 2023		
Checks:	Check #'s: 6824-6867	\$135,181.61
Total Checks:		\$135,181.61
Payroll:	March 3, 2023	\$110,644.80
	March 17, 2023	\$104,119.15
	March 31, 2023	\$104,190.47
Total Payrolls:		\$318,954.42
Total Disbursements:		<b><u>\$454,136.03</u></b>

A motion was made by Trustee Neal and seconded by Trustee Juister to approve total disbursements for the month of March in the amount of \$454,136.03 as presented. Motion carried by roll call vote.

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

*Discussion/Possible Approval to Update Requirements for the Candidate Testing Process:* The Board discussed updating the requirements for the candidate testing process. Further discussion will be held at the next regular meeting.

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

**ADJOURNMENT:** A motion was made by Trustee Juister and seconded by Trustee Rutzen to adjourn the meeting at 7:42 p.m. Motion carried unanimously by voice vote.

The next regular meeting is scheduled for Wednesday, May 10 2023 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  
Don Neal  
Dagmar Rutzen, Treasurer

Barry Juister  
Barry Juister, Board Secretary  
5/10/2023  
Date Approved by Board