

North Maine Fire Protection District

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



INTERIM FIRE CHIEF

Nick Rusz

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 MARCH 12, 2025

A regular meeting of the North Maine Fire Protection District Board of Trustees was held on Wednesday, March 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: The meeting was called to order at 7:01 p.m.

ROLL CALL:

PRESENT: President Don Neal, Treasurer Dagmar Rutzen and Trustee Barry Juister
ABSENT: None
ALSO PRESENT: Interim Fire Chief Nick Rusz, District Fire Chief Thomas Hoeft, Lieutenant Todd Lustig and Firefighters' Philip Faustrum, North Maine FPD; Attorneys John Motylinski and Kelli Melin (*arrived at 7:09 p.m.*), Ottosen DiNolfo; Jessica Foust and Dhara Patel, Lauterbach & Amen, LLP (L&A)

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

APPROVAL OF MEETING MINUTES: The Board reviewed the February 26, 2025 regular meeting open session minutes, February 26, 2025 closed meeting minutes and March 5, 2025 special meeting open session minutes. A motion was made by Trustee Juister and seconded by Trustee Neal to approve February 26, 2025 regular meeting open session minutes, February 26, 2025 closed meeting minutes and March 5, 2025 special meeting open session minutes as written. Motion carried unanimously by voice vote.

PUBLIC COMMENTS: President Phil Faustrum of North Maine Fire Fighters Local 2224-IAFF noted that Lieutenant Todd Lustig would be a great fit for the vacant Fire Chief position and submitted a letter to the Board outlining why the Union supports Lieutenant Todd Lustig.

Lauterbach & Amen 2023 Financial Audit: The Board noted the 2023 Financial Audit is in process. Further discussion will be held at the next regular meeting.

TREASURER'S REPORT: *February 28, 2025 Treasurer's Report:* The Board reviewed the Treasurer's Report for the period ending February 28, 2025. As of February 1, 2025 the District's beginning balance was \$6,777,485.46. The District received deposits during the month of February in the amount of

\$754,665.13. The February expenses totaled (\$399,525.75). The February in-and-out transfers were \$506,170.42. The February net balance change was (\$355,139.38). As of February 28, 2025. The District's ending balance was \$7,132,624.84. A motion was made by Trustee Juister and seconded by Trustee Neal to accept the Treasurer's Report as presented. Motion carried unanimously by voice vote.

Attorney Kelli Melin arrived at 7:10 p.m.

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: Interim Chief Ruzs informed the Board of the following:

- *RED Center:* The Department ran 256 calls for February 2025. The credit with Red Center is in the amount of (\$22,478).
- *NIPSTA:* No update
- *MABAS:* The Board noted that a thank you letter was sent out for partaking in the funeral for former Chief McKay.
- *Lutheran General:* No Update
- *Review of Assigned Tasks:*
 - 2 New Students
 - Awaiting ISO Review results
 - New candidate has been registered for the Fire Academy
 - Waiting for new air packs to be delivered

OLD BUSINESS: *Discussion/Possible Approval of the 2023 Financial Audit:* The Board noted the 2023 Financial Audit is in process. Further discussion will be held at the next regular meeting.

Discussion/Possible Approval of Foreign Fire Tax Board Tentative Purchase: The Board discussed the Foreign Fire Tax Board Tentative Purchase. A motion was made by Trustee Rutzen and seconded by Trustee Neal to approve tentative purchases from the Foreign Fire Tax Board. Motion carried unanimously by voice vote.

Discussion/Possible Approval to Update Paternity Leave Language in Current CBA: The Board reviewed the updated paternity leave language for the current CBA as prepared by Ottosen DiNolfo. A motion was made by Trustee Neal and seconded by Trustee Rutzen to approve the updated paternity leave language in the CBA. Motion carried unanimously by voice vote.

NEW BUSINESS: *Discussion/Possible Approval of Former Chief McKay Payroll Related Payout:* The Board discussed payroll related payout for former Chief McKay. A motion was made by Trustee Juister and seconded by Trustee Neal to approve the payroll related payout in the amount of \$9,190.66 to Former Chief McKay. Motion carried unanimously by voice vote.

Discussion/Possible Approval of Hiring the Firm Governmental Accounting, Inc to Provide Accounting and Record Keeping Services of the District on an Ongoing Basis: The Board discussed hiring the Firm Governmental Accounting, Inc to provide accounting and record keeping services of the District. A motion was made by Trustee Neal and seconded by Trustee Rutzen to engage James Howard with Governmental Accounting, Inc. for accounting and record keeping services in the amount of \$2,850 per month. Motion carried by roll call vote.

Discussion/Possible Approval of Contract with Vector Solutions for Training and Payroll Related Services: The Board reviewed the contract provided by Vector Solutions for training and payroll related services. A motion was made by Trustee Rutzen and seconded by Trustee Juister to approve the Vector Solutions contract for training and payroll related services. Motion carried unanimously by voice vote.

Discussion and Appointment of Interim Fire Chief: The Board discussed appointing an interim Fire Chief. A motion was made by Trustee Rutzen and seconded by Trustee Juister to appoint District Fire Chief Nick Rusz as Interim Fire Chief of the North Maine Fire Protection District.

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

North Maine FPD Disbursements March 12, 2025		
Checks:	Check #'s 7742-7763	\$79,077.91
		<u>\$79,077.91</u>
Total Checks:	February 14, 2025	\$106,097.09
Payrolls:	February 28, 2025	\$116,058.14
Total Payrolls:		<u>\$222,155.43</u>
Total Disbursements:		<u>\$301,233.34</u>

A motion was made by Trustee Juister and seconded by Trustee Neal to approve total disbursements for the month of February 2025 in the amount of \$301,233.34 as presented. Motion carried unanimously by voice vote.

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

CLOSED SESSION: A motion was made by Trustee Rutzen and seconded by Trustee Neal to enter into closed session at 7:45 p.m. to discuss matters related to employee compensation and benefits under 5 ILCS 120/2 (c)(1) of the Open Meetings Act. Motion carried by roll call vote.

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

A motion was made by Trustee Rutzen and seconded by Trustee Neal to adjourn closed session and re-enter the regular meeting at 8:17 p.m. Motion carried unanimously by voice vote.

ADJOURNMENT: A motion was made by Trustee Rutzen and seconded by Trustee Juister to adjourn the meeting at 8:18 p.m. Motion carried unanimously by voice vote.

The next regular meeting is scheduled for Wednesday, April 9, 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, LLP