

North Maine Fire Protection District

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



FIRE CHIEF
Robert B. McKay

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 11, 2023

A regular meeting of the North Maine Fire Protection District Board of Trustees was held on Wednesday, October 11, 2023 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 7:10 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; Attorneys Megan Lamb and John Motylinski, Ottosen DiNolfo; Jessica Foust, Lauterbach & Amen, LLP (L&A)

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

APPROVAL OF MEETING MINUTES: *September 13, 2023 Regular Meeting Open Session Minutes:* The Board reviewed the September 13, 2023 regular meeting minutes. A motion was made by Trustee Rutzen and seconded by Trustee Neal to approve the September 13, 2023 regular meeting minutes as written. Motion carried unanimously by voice vote.

PUBLIC COMMENT: There was no public comment.

TREASURER'S REPORT: *September 30, 2023 Treasurer's Report:* The Board reviewed the Treasurer's Report for the period ending September 30, 2023. As of September 1, 2023 the District's beginning balance was \$4,838,022.75. The District received deposits during the month of September in the amount of \$69,471.14. The September expenses totaled (\$368,020.43). The September in-and-out transfers were \$343,257.12. The September net balance change was (\$298,549.29). As of September 30, 2023 the District's ending balance was \$4,539,473.46. A motion was made by Trustee Juister and seconded by Trustee Neal to accept the Treasurer's Report as presented. Motion carried by roll call vote.

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

ATTORNEY’S REPORT: Attorney Lamb and 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 314 calls for September 2023 compared to 361 calls in September 2022. The year to-date calls for 2023 is 2,664 calls compared to 2,865 calls in 2022. The credit with the Red Center is in the amount of \$12,017.
- *NIPSTA:* No Update
- *MABAS:* No update
- *Lutheran General:* No Update
- *Review of Assigned Tasks:*
 - Possible updates to the candidate testing process
 - 2022 financial audit is in process
 - Possible updates to the Lieutenant Exam Process
 - 2024 GEMT Cost Report has been submitted
 - PSEBA Agreement has been updated

OLD BUSINESS: *Semiannual Review/ Possible Release of Closed Session Minutes:* The Board reviewed the closed session meeting minutes. A motion was made by Trustee Rutzen and seconded by Trustee Juister to release the closed session meeting minutes as written. Motion carried unanimously by voice vote.

NEW BUSINESS: *Discussion/Possible Approval of 2022 Financial Audit:* The Board noted the 2022 Financial Audit is still in process. Further discussion will be held at the next regular meeting.

Discussion/Possible Approval to Update 2024 EMS Billing Rates: The Board discussed the EMS billing rates for the fiscal year ending 2024. Further discussion will be held at the next regular meeting.

Review/Discussion of 2024 Operating Budget: The Board reviewed the preliminary draft of the 2024 operating budget. Further discussion will be held at the next regular meeting.

October 11, 2023 Check Register and Disbursement Summary (Approval):

North Maine FPD Disbursements October 11, 2023		
Checks:	Check #'s: 7061-7097	\$128,687.96
Total Checks:		\$128,687.96
Payrolls:	September 1, 2023	\$104,075.76
	September 15, 2023	\$118,954.16
	September 29, 2023	\$109,651.67
Total Payrolls:		\$332,681.59
Total Disbursements:		<u>\$461,369.55</u>

A motion was made by Trustee Juister and seconded by Trustee Neal to approve total disbursements for the month of September 2023 in the amount of \$461,369.55 as presented. Motion carried by roll call vote.

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

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

ADJOURNMENT: A motion was made by Trustee Juister and seconded by Trustee Neal to adjourn the meeting at 7:33 p.m. Motion carried unanimously by voice vote.

The next regular meeting is scheduled for Wednesday, November 8, 2023 at 7:00 p.m. in the North Maine Fire Station #1 located at 9301 Potter Road, Des Plaines, Illinois 60016.



Trustee Signature

11/8/23

Date Approved by Board

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