

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 11th of May, 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:
May 9, 2022**

NORTH MAINE FIRE PROTECTION DISTRICT TRUSTEES MEETING AGENDA

For the Regular Meeting on the 11th day of May 2022

- I. Call to Order**
- II. Roll Call**
 - Pledge of Allegiance
- III. Approval of Minutes of Prior Meeting(s)**
 - April 13, 2022 Regular Meeting *Open Session Minutes*
- IV. Public Comments**
- V. Treasurer's Report**
 - April 30, 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 to Direct the Board of Commissioners to Promote one (1) member to Lieutenant and one (1) member to District Chief from the Current Eligibility Rosters
 - Discussion/Possible Approval to Appoint/Reappoint One (1) Fire Commissioner to the Board
 - May 11, 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 APRIL 13, 2022

A regular meeting of the North Maine Fire Protection District Board of Trustees was held on Wednesday, April 13, 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 7:01 p.m.

ROLL CALL:

PRESENT: President Don Neal, Secretary Timothy Hamilton and Treasurer Dagmar Rutzen

ABSENT: None

ALSO PRESENT: Fire Chief Robert McKay, North Maine FPD; District Attorney John Motylinski, Ottesen DiNolfo; Jessica Foust, Lauterbach & Amen, LLP

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

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

PUBLIC COMMENT: There was no public comment.

TREASURER'S REPORT: *February 28, 2022 Treasurer's Report (Amended):* The Board reviewed the amended 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 (\$398,794.27). The February in-and-out transfers were \$383,901.14. The net balance change for the month of February was \$127,184.83. The District's total ending balance as of February 28, 2022 was \$3,860,779.94. A motion was made by Trustee Hamilton and seconded by Trustee Neal to accept the Treasurer's Report as amended. Motion carried by roll call vote.

AYES: Trustees Neal, Hamilton and Rutzen

NAYS: None

ABSENT: None

March 31, 2022 Treasurer's Report: The Board reviewed the Treasurer's Report for the period ending March 31, 2022. The District's beginning balance as of March 1, 2022 was \$3,860,779.94. The District received deposits during the month of March in the amount of \$1,488,753.82. The District's expenses for the month of March totaled (\$516,131.75). The March in-and-out transfers were \$455,079.07. The net balance change for the month of March was \$972,622.07. The District's total ending balance as of March 31, 2022 was \$4,833,402.01. A motion was

made by Trustee Hamilton and seconded by Trustee Neal to accept the Treasurer’s Report as presented. Motion carried by roll call vote.

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

ATTORNEY’S REPORT: Attorney Motylinski informed the Board that the disaster declaration has been extended through April 30, 2022. Attorney Motylinski also 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 282 calls for March 2022 compared to 260 calls for March 2021. Year to-date calls for 2022 is 935 compared to 783 calls in 2021. The credit with Red Center is in the amount of \$4,620. The Board also noted that Des Plaines and Wheeling Fire Departments are contemplating leaving Red Center which would cause a decrease in income. A Board meeting will be held on April 20th to discuss the issue. Updates will be provided as they become available.
- *NIPSTA:* No update
- *MABAS:* Restructuring training to concentrate on regional areas.
- *Lutheran General:* One new paramedic student to ride with our paramedics
- *Review of Assigned Tasks:*
 - District Chief Mike Bronk requested to keep his Class A uniform upon retirement. The District complied with his request
 - Termination letter sent to current telephone provider
 - Discussion concerning Military and Experience points on the final candidate eligibility roster
 - Resignation Letter from Fire Inspector Peterson has been withdrawn
 - North Maine Firefighters’ Union has requested the District to begin negotiations starting in July

OLD BUSINESS: There was no old business to discuss.

NEW BUSINESS: *Discussion/Possible Approval of Resolution 2022-R-1: Authorizing the Surplus and Sale; Disposal of Unusable Personal Property of the District:* The Board discussed the disposal of unusable personal property of the District. A motion was made by Trustee Hamilton and seconded by Trustee Neal to approve the Resolution 2022-R-1. Motion carried by roll call vote.

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

Discussion/Possible Approval to Purchase IPRF Grant Items: The Board discussed the safety items allowed to be purchased under the IPRF Grant. A motion was made by Trustee Neal and seconded by Trustee Rutzen to approve the purchase target solutions in the amount of \$2,115 and two sets of turnout gear in the amount of \$5,000 for a total of \$7,115. Motion carried unanimously by voice vote.

April 13, 2022 Check Register and Disbursement Summary (Approval):

North Maine FPD Disbursements April 13, 2022		
Checks:	Check #'s: 6342-6386	\$112,506.57

Total Checks:		<u>\$112,506.57</u>
Payroll:	March 4, 2022	\$127,035.82
	March 18, 2022	<u>\$101,966.61</u>
Total Payrolls:		\$228,966.61
Total Disbursements:		<u>\$341,473.18</u>

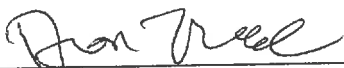
A motion was made by Trustee Hamilton and seconded by Trustee Neal to approve total disbursements for the month of March in the amount of \$341,473.18 as presented. Motion carried by roll call vote.

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

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 7:27 p.m. Motion carried unanimously by voice vote.

The next regular meeting is scheduled for Wednesday, May 11, 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

~~- ABSENT -~~

 Dagmar Rutzen, Treasurer



 Timothy Hamilton, Board Secretary

5-11-22

 Date Approved by Board

**North Maine FPD
Treasurer's Report**

April 30, 2022

Schwab	\$	2,681,946.66
Schwab (Deposit Acct)	\$	1,669,184.65
Hinsdale Bank and Trust	\$	-
US Bank Checking	\$	357,791.70
US Bank Employee Benefits	\$	14,284.98
April 30, 2022	\$	4,723,207.99

April 1, 2022 **\$ 4,833,402.01**

<i>April Deposits</i>	\$	279,765.37
<i>April Expenses</i>	\$	(389,959.39)
<i>April Funds Transfers OUT</i>	\$	(458,749.13)
<i>April Funds Transfers IN</i>	\$	458,749.13

<u>Net Balance Change</u>	<u>\$</u>	<u>(110,194.02)</u>
April 30, 2022	\$	4,723,207.99

**North Maine FPD
Treasurer's Report
January 31, 2021**

Accrual Basis

Date	Num	Name	Memo	Debit	Credit	Amount	Balance
1100 · USBANK							4,833,402.01
1109 · Schwab							2,724,825.15
4/30/2022	04...		2022 April Schwab Interest	3,967.88		3,967.88	2,728,793.03
4/30/2022	04...		2022 April Schwab Interest R...		0.05	-0.05	2,728,792.98
4/30/2022	04...		2022 April Schwab Unrealized...		45,819.32	-45,819.32	2,682,973.66
4/30/2022	04...		2022 April Schwab Fees		1,027.00	-1,027.00	2,681,946.66
Total 1109 · Schwab				3,967.88	46,846.37	-42,878.49	2,681,946.66
1111 · Schwab Deposit Account							1,873,486.68
4/15/2022			2022 April Funds Transfer to ...		260,000.00	-260,000.00	1,613,486.68
4/20/2022			2022 April 20th CC Tax Deposit	1,882.77		1,882.77	1,615,369.45
4/22/2022			2022 April 22nd CC Tax Depo...	5,285.47		5,285.47	1,620,654.92
4/28/2022			2022 April 28th CC Tax Deposit	38,961.16		38,961.16	1,659,616.08
4/8/2022			2022 April 8th CC Tax Deposit	9,551.51		9,551.51	1,669,167.59
4/30/2022	04...		2022 April Interest Reinvested	17.06		17.06	1,669,184.65
Total 1111 · Schwab Deposit Account				55,697.97	260,000.00	-204,302.03	1,669,184.65
1125 · Hinsdale Bank and Trust							471.97
4/30/2022			2022 PBS Funds Transfer to ...		183,749.13	-183,749.13	-183,277.16
4/30/2022			2022 April PBS Deposit	183,277.16		183,277.16	0.00
Total 1125 · Hinsdale Bank and Trust				183,277.16	183,749.13	-471.97	0.00
1126 · US Bank Checking							214,219.84
4/15/2022			2022 April Funds Transfer to ...	260,000.00		260,000.00	474,219.84
4/29/2022			2022 April 29th Deposit	35,567.55		35,567.55	509,787.39
4/14/2022			2022 April Funds Transfer to ...		15,000.00	-15,000.00	494,787.39
4/30/2022			2022 PBS Funds Transfer to ...	183,749.13		183,749.13	678,536.52
4/30/2022			2022 April Retiree Health Ins ...	594.55		594.55	679,131.07
4/6/2022	IM...	Illinois Municipal Retirement	2022 March IMRF Contrib		195.75	-195.75	678,935.32
4/13/2022	6342	A.C. Buehler	2022 3/9-4/12 IT Support & S...		1,425.00	-1,425.00	677,510.32
4/13/2022	6343	Advocate Occupational Health	#818205 Annual physicals (7 ...		1,707.50	-1,707.50	675,802.82
4/13/2022	6344	Air One Equipment, Inc.			1,292.20	-1,292.20	674,510.62
4/13/2022	6345	Aqua Illinois, Inc.	Acct#: 002200696 1393774 -...		259.44	-259.44	674,251.18
4/13/2022	6346	AT&T Mobility			799.06	-799.06	673,452.12
4/13/2022	6347	Blue Cross Blue Shield of Illi...	849700		41,543.53	-41,543.53	631,908.59
4/13/2022	6348	Brett Csajaghy	Duty Boot Reim (BC)		150.83	-150.83	631,757.76
4/13/2022	6349	Bumper to Bumper	#408-1285346 -- DEF		318.49	-318.49	631,439.27
4/13/2022	6350	Business Card	5474150001793602		965.67	-965.67	630,473.60
4/13/2022	6351	Call One	2022 March Phone		330.20	-330.20	630,143.40
4/13/2022	6352	Carbonite Inc.	#210298839 - 2022 Cloud Ba...		93.00	-93.00	630,050.40
4/13/2022	6353	Comcast Cable # 8771 10 1...	2022 April Cable TV		75.95	-75.95	629,974.45
4/13/2022	6354	ComCast Internet # 8771 10 ...	8798 10 131 0553297		98.45	-98.45	629,876.00
4/13/2022	6355	Commonwealth Edison Co	3716801001		1,023.37	-1,023.37	628,852.63
4/13/2022	6356	Cozzini Bros			40.00	-40.00	628,812.63
4/13/2022	6357	Dat-Tel	#14832 Telephone System R...		1,760.00	-1,760.00	627,052.63
4/13/2022	6358	David Kotek	Duty Shoe Reim (DK)		129.25	-129.25	626,923.38
4/13/2022	6359	Dive Rescue International	NOR2265		125.20	-125.20	626,798.18
4/13/2022	6360	Employee Benefits Corporati...	2022 March Benefits Card Fee		115.50	-115.50	626,682.68
4/13/2022	6361	Fire & Security Systems, Inc	10080		261.26	-261.26	626,421.42
4/13/2022	6362	Flood Brothers Disposal	2022 March Waste		135.86	-135.86	626,285.56
4/13/2022	6363	GIS Benefits	2022 April Met Law		43.50	-43.50	626,242.06
4/13/2022	6364	Go To Communications	CN-2190525-2108 / 2022 Ap...		655.28	-655.28	625,586.78
4/13/2022	6365	Highland Park Ford	#148043 - 2017 Explorer Low ...		331.84	-331.84	625,254.94
4/13/2022	6366	Home Depot Credit Services	6035322501025740		722.00	-722.00	624,532.94
4/13/2022	6367	IFIA	2021 IFIA Seminar (Peterson)		30.00	-30.00	624,502.94
4/13/2022	6368	Illinois American Water Co.	09-0056909-6		23.47	-23.47	624,479.47
4/13/2022	6369	Illinois Public Risk Fund	#74978 - 2022 May Workers' ...		14,178.00	-14,178.00	610,301.47
4/13/2022	6370	Konica Minolta	#450-0040513-000 / 2022 Apr...		170.75	-170.75	610,130.72
4/13/2022	6371	Menards			22.20	-22.20	610,108.52
4/13/2022	6372	Met Life Vision	2022 April Vision		491.95	-491.95	609,616.57
4/13/2022	6373	Nepthali Bailon	Reimbursement - OSFM Instr...		410.31	-410.31	609,206.26
4/13/2022	6374	Nicor Gas	25-87-75-000 6		1,278.23	-1,278.23	607,928.03
4/13/2022	6375	Ottosen, Dinolfo, Hasenbalg ...	VOID:	0.00		0.00	607,928.03
4/13/2022	6376	Praxair/Gas Tech	FH718		159.87	-159.87	607,768.16
4/13/2022	6377	Principal Dental	Acct#1133159-10001 - 2022 ...		3,520.68	-3,520.68	604,247.48
4/13/2022	6378	Regional Emergency Dispatc...	2022 April Dispatch Services		21,949.00	-21,949.00	582,298.48
4/13/2022	6379	Resource Insurance Advisor...	(#25306) 2022 Cyber Liability...		6,433.00	-6,433.00	575,865.48
4/13/2022	6380	Spok, Inc.	7007333-3		19.52	-19.52	575,845.96
4/13/2022	6381	Standard Insurance Compan...	Policy Number: 167152-0012 ...		545.98	-545.98	575,299.98

North Maine FPD
Treasurer's Report
January 31, 2021

Accrual Basis

Date	Num	Name	Memo	Debit	Credit	Amount	Balance
4/13/2022	6382	Staples	601110005188354		142.40	-142.40	575,157.58
4/13/2022	6383	Target Solutions	#INV45327 - 2022 Target Sol...	2,686.75		-2,686.75	572,470.83
4/13/2022	6384	WEX Bank	(#0496-00-484993-1) 2022 ...	2,021.52		-2,021.52	570,449.31
4/13/2022	6385	WIRFS Industries Inc.		1,538.00		-1,538.00	568,911.31
4/13/2022	6386	Zep Sales & Service	A40837	153.56		-153.56	568,757.75
4/13/2022	6387	Ottosen, Dinolfo, Hasenbalg ...		2,329.00		-2,329.00	566,428.75
4/15/2022	04...		13039 EE AFLAC Contrib 202...	888.40		-888.40	565,540.35
4/15/2022	04...		13040 EE Wage Garnish 202...	1,437.23		-1,437.23	564,103.12
4/15/2022	04...		13041 EE Wage Garnish 202...	363.80		-363.80	563,739.32
4/15/2022	04...		13042 EE Health Ins Contrib ...	2,138.17		-2,138.17	561,601.15
4/15/2022	04...		13045 EE ICMA Contrib 2022 ...	5,782.00		-5,782.00	555,819.15
4/15/2022	04...		Remaining Balance 2022 Apri...	93,504.44		-93,504.44	462,314.71
4/29/2022	04...		13073 EE AFLAC Contrib 20...	888.40		-888.40	461,426.31
4/29/2022	04...		13074 EE Wage Garnish 202...	1,437.23		-1,437.23	459,989.08
4/29/2022	04...		13075 EE Wage Garnish 202...	363.80		-363.80	459,625.28
4/29/2022	04...		13076 EE Health Ins Contrib ...	2,138.17		-2,138.17	457,487.11
4/29/2022	04...		13079 EE ICMA Contrib 2022 ...	5,869.88		-5,869.88	451,617.23
4/29/2022	04...		Remaining Balance 2022 Apri...	93,735.58		-93,735.58	357,881.65
4/30/2022	04...		2022 April US Bank Fees	89.95		-89.95	357,791.70
Total 1126 · US Bank Checking				479,911.23	336,339.37	143,571.86	357,791.70
1127 · US Bank Employee Benefits							20,398.37
4/4/2022			Deposit	660.26		660.26	21,058.63
4/14/2022			2022 April Funds Transfer to ...	15,000.00		15,000.00	36,058.63
4/30/2022	EB...	EBC (Employee Benefit Car...	EBC'22 April		21,773.65	-21,773.65	14,284.98
Total 1127 · US Bank Employee Benefits				15,660.26	21,773.65	-6,113.39	14,284.98
Total 1100 · USBANK				738,514.50	848,708.52	-110,194.02	4,723,207.99
TOTAL				738,514.50	848,708.52	-110,194.02	4,723,207.99

**North Maine FPD
Disbursements
May 11, 2022**

CHECKS #'s

Void #6375 & Reissue #6387 (\$2,329.00 Ottosen)

Void #6396 & Reissue #6433 (\$325.49 Call One)

#6388-6433

\$106,764.92

TOTAL CHECKS

\$106,764.92

PAYROLLS

April 1 ,2022

\$103,552.63

April 15 ,2022

\$104,114.04

April 29 ,2022

\$104,433.06

TOTAL PAYROLLS

\$312,099.73

TOTAL DISBURSEMENTS

\$418,864.65

6:15 PM

05/11/22

Cash Basis

**North Maine FPD
DISBURSEMENTS
May 11, 2022**

	<u>May 11, 22</u>
A.C. Buehler	-1,185.00
Advocate Occupational Health	-1,176.81
Air One Equipment, Inc.	-3,015.49
Aqua Illinois, Inc.	-251.31
AT&T Mobility	-398.74
Blue Cross Blue Shield of Illinois	-42,818.85
Bound Tree Medical	-106.57
Bumper to Bumper	-88.17
Business Card	-821.75
Call One	-325.49
Commonwealth Edison Co	-899.43
Cozzini Bros	-40.00
DJS SCUBA Locker, INC.	-1,375.00
Door Systems	-447.46
Employee Benefits Corporation	-115.50
Employee Resource Systems, Inc.	-1,020.00
Flood Brothers Disposal	-271.72
GIS Benefits	-43.50
Go To Communications	-689.11
Highland Park Ford	-5,351.13
Home Depot Credit Services	-196.49
Illinois American Water Co.	-27.60
Illinois Public Risk Fund	-14,178.00
Illinois Tollway	-228.20
Kno2	-720.00
Konica Minolta	-170.75
Lauterbach and Amen, LLP	-690.00
McNeil & Company	-9,592.00
Met Life Vision	-356.35
Nicholas Rusz	-82.95
Nicor Gas	-842.03
NIPSTA	-2,250.00
Ottosen, Dinolfo, Hasenbalg & Castaldo	-1,329.00
Paramedic Billing Services, Inc.	-6,626.60
Praxair/Gas Tech	-176.87
Principal Dental	-3,520.68
Rydin	-347.90
Standard Insurance Company Life	-545.98
Staples	-87.54
The Blue Line	-447.00
Tom Collins Plumbing	-1,075.00
US Fire & Safety Equipment	-103.50
WEX Bank	-2,327.05
Zep Sales & Service	-53.90
Zoll Medical Corporation	-348.50
TOTAL	<u>-106,764.92</u>