

Rockland Fire Protection District
Board of Trustees

Minutes of Regular Meeting
Monday, April 9, 2018
Knollwood Fire Department, Meeting Room
14 Skokie Highway, Lake Bluff, IL. 60044

1. Call to Order and Roll Call. President Rogers called the meeting to order at 6:32 p.m. Roll call was taken with the following attendance noted:

Trustee/President Dan Rogers	Attorney Brian O'Connor
Trustee/Secretary Robert Grum	Chief Jon Harlow
District Treasurer Tami Bryan	Deputy Chief Mike Issel

Absent
Trustee Karl Snoblin

Quorum acknowledged.
Others present – members of the Fire Department and Public.
2. Pledge of Allegiance. Recitation led by President Rogers.
3. Consideration of Minutes. Motion by Trustee Rogers, seconded by Trustee Grum to approve the minutes of the regular meeting of March 19, 2018. Trustees had reviewed the minutes. No further discussion. Motion to approve minutes as presented by Trustee Grum, seconded by Trustee Rogers. Voice vote: 2 Aye (Grum, Rogers), 0 Nay, 1 Abstain (Snoblin). The motion passed.
4. Chief's Report. Chief Harlow had the following report:
 - a) Chief reported District response to a house fire. Noteworthy in the effort was the member had to lay 1800' of 4" hose to combat the fire.
 - b) The ladder truck was repaired and is back in service. Treasurer Bryan confirmed receipt from Wirf's, and electronic payment of the invoice,
 - c) The 5 sets of gear to be purchased and included in the budget has been ordered.
 - d) Discussion about tuition charges by University of Illinois for Basic Firefighter Operations course for 2 members. Treasurer Bryan reported 2 invoices totaling \$900 had already been paid. Chief Harlow to follow-up with University of Illinois to clarify the members for whom the tuition was paid.
 - e) New PINs have been issued for District fuel cards.
 - f) Advised that internet service provider, TDS, had contacted him again. Chief Harlow to work with Trustee Snoblin on his return to further investigate the best option for internet service to the District.

- g) The tires of the chief's vehicle need replacement. Some discussion about options and sources. Estimated cost to be greater than \$500 but less than \$1,000. Cost for replacement tires is within the budget. Consensus of the Board that safety required ne tires for the Chief's vehicle, and for Chief to research options, acquire new tires and report to the Board at the next meeting on the replacement status.

Deputy Chief Issel had nothing to report.

- 5. Public Comment. Mr. David Brown, a resident of the Sanctuary Subdivision, asked about the ownership and maintenance of fire hydrants. He noted that the Subdivision maintains hydrants, except for the 6 hydrants along the east side of US Route 41. Chief Harlow will check on hydrant ownership and maintenance and update the Board.
- 6. Attorney's Report. Attorney O'Connor offered the following report.
 - a. The District spent \$382.50 in legal fees in March responding to Freedom of Information Act request, bringing the total coast incurred to date to \$7,002.50.
 - b. The District had responded to Freedom of Information Act request received from Smart Procure. The District did not have the documents requested. Smart Procure acknowledged the response and withdrew the FOIA request. Attorney O'Connor provided a copy of the Smart Procure response to Trustee Grum for the District's FOIA file.
 - c. Senate Bill 1335 (SB 1335), impacting part-time employment of firefighters serving in a fulltime capacity in another department, was still in the Senate. Attorney O'Connor advised the future of the bill is uncertain, with a number of fire service providers sharing concerns with the bill's sponsors.
- 7. Treasurer's Report. Treasurer Bryan reviewed the District's financial position as of March 31, 2018 is as follows:

LF Bank and Trust – Capital	\$ 36,378.54
LF Bank and Trust – Checking	\$ 97,980.83
LF Bank and Trust – Reserve	\$274,032.12
Petty Cash	<u>\$ 29.05</u>
TOTAL	\$408,420.54

Treasurer Bryan reviewed the profit & loss/budget tracking report with the Trustees, commenting on several specific line items.

Trustee Grum made a motion to approve the Treasurer's Report as presented. Trustee Rogers seconded the motion which passed on a roll call vote: 2 Aye (Grum, Rogers), 0 Nay, 1 Abstain (Snoblin).

8. Approval of Outstanding Invoices. Treasurer Bryan reviewed the list of outstanding invoices with the Trustees, highlighting the highlights and the amounts. Motion by Trustee Grum, second by Trustee Rogers to approve payment of outstanding invoices in the amount of \$38, 179.03. No further discussion was requested. The Motion passed on a roll call vote: 2 Aye (Grum, Rogers), 0 Nay, 1 Abstain (Snoblin).
9. Station Lighting Update. Chief Harlow and Deputy Chief Issel reported that the lighting project was almost completed, with full completion likely by the end of the month. The Board noted vast improvements to lighting in the station and again thanked the Chiefs and District members who helped with the project.
10. Update on Joint Service with Lake Bluff and Lake Forest/Libertyville. President Rogers reported on continuing discussions with Lake Bluff, and Libertyville/Lake Forest on service proposals.
 - a. The Board intended to meet with Lake Bluff officials at 7:00pm on May 8, 2018, at the Lake Bluff Elementary School for a presentation by the Lake Bluff officials on its service proposal.
 - b. The Board intended to meet with Libertyville/Lake Forest officials at 7:00pm on May 10, 2018, at the Lake Forest High School West campus for a presentation by the Libertyville/Lake Forest officials on its service proposal.
 - c. President Rogers stated the Board would be sending a letter to District residents with information about these meetings.
 - d. These Board meetings would be conducted in the same format as the Board's previous meeting for the first presentation by Libertyville on its original service proposal, i.e. after the presentation, members of the public present could ask questions of the officials and/or Board, with the Board's rule on public comment time limit and response to questions suspended for that meeting.
 - e. President Rogers encouraged members of the public to attend.
11. Update on Joint Service with Lake Bluff, Response Agreement Clarification. See notes for #10 preceding.
12. Update on Investigation of Contracting for Service/Consolidation. See notes for #10 preceding.
13. Non-Agenda Items. None.
14. Nominations/Resignations/Terminations of Members of the Knollwood Fire Department. Nothing to report.

15. Adjournment. Trustee Grum made a motion to adjourn the meeting at 6:59 p.m. which was seconded by Trustee Rogers. The Motion was approved by a voice vote: 2 Aye (Grum, Rogers), 0 Nay, 1 Abstain (Snoblin). Meeting adjourned at 6:59 p.m.

Respectfully submitted,

Brian J. O'Connor
District Attorney

Approved _____, 2018

Dan Rogers, Board President

Robert Grum, Board Secretary