

Rockland Fire Protection District
Board of Trustees

Minutes of Regular Meeting
Monday, April 10, 2017
Knollwood Fire Department, Meeting Room
14 Skokie Highway, Lake Bluff, IL. 60044

1. Call to Order and Roll Call. President Snoblin called the meeting to order at 6:30 p.m.

Roll call was taken with the following attendance noted:

Trustee/President Karl Snoblin	Deputy Chief Mike Issel
Trustee/Treasurer Dan Rogers	Attorney Brian O'Connor
Trustee/Secretary Robert Grum	

ABSENT – Chief Jon Harlow

Quorum acknowledged.

Guests present

Chief Rich Carani, Libertyville F.D.
Chris Clark, Libertyville Administrator
Chief Pete Siebert, Lake Forest F.D.
Cory Kazimar, Lake Forest F.D.

Others present – Members of the Public and Department:

Heather Bessinger	Al Fifhause
Patricia Issel	Kathy Miller
Martin L. Netzer	James Shelton
Joan Barott	Rita Kasitzki
Beth Issel	Nancy Hansen
Mike Issel	Henly Yerrentz
Moe Knesley	Bob Bush
Ed Whitehead	Teresa [<i>missed last name</i>]
Tim Hughes	Ed Kositzki
Lesley Rudolph	Bob Bush
Penny Grow	

2. Pledge of Allegiance. Recitation led by President Snoblin.
3. Consideration of Minutes. Minutes from the Regular Meetings of March 13, 2017, prepared by Attorney O'Connor were reviewed by the Board. Motion by Trustee Rogers, seconded by Trustee Grum to approve minutes as presented. No discussion. Voice vote: 2 Yes (Grum, Rogers), 0 No, 1 Abstain (Snoblin). Minutes approved.
4. Public Comment. President Snoblin opened the meeting to comments from the public [5 ILCS 120/2.06(g)].
 - a. Ed Whitehead offered comments regarding the ambulance service proposals, particularly that of Lake Forest. Trustee Grum offered a brief response noting the current ambulance service agreement with Libertyville F.D. is set to expire at the end of this month. Trustee Snoblin offered that additional discussion on this topic is included as a later item in the agenda.

- b. Patricia Issel offered comments regarding the ambulance service proposals and the concept of consolidation. Attorney O'Connor offered a brief response.
 - c. Ed Kositzki offered comments about the Referendum to Elect Trustees approved by voters at the April 4th Consolidated Election. Attorney O'Connor offered a brief explanation of process of transition from an appointed to elected Board which should take place with the first election of trustees at the Consolidated Election in April 2019. Mr. Kositzki offered comments relating to the Green Oaks disconnection, which Attorney O'Connor noted he would comment upon in his Attorney Report.
 - d. Bob Bush offered comments about the Referendum to Elect Trustees approved by voters at the April 4th Consolidated Election. Attorney O'Connor offered a brief explanation of Board authority from the present and during the transition from an appointed to elected Board.
 - e. Teresa [*missed last name*] offered comments regarding the ambulance service proposals being considered by the Board.
 - f. Bob Bush offered follow-up comments about a District (Knollwood F.D.) proposal to provide its own ambulance service. Trustees Snoblin and Grum noted they were aware of such a suggestion but to date that the Board only had received proposals from Libertyville F.D. and Lake Forest F.D. Trustees Snoblin and Grum noted that the proposals from Libertyville F.D. and Lake Forest F.D. were very similar in essential terms and they felt comfortable moving forward on a follow-on ambulance service contract to be in place May 1, 2017, to ensure continuation of services.
 - g. [*Unidentified audience member*] offered comments about the ambulance service contracts.
 - h. Al Fifhouse offered comments about the ambulance service contracts.
5. Discussion and action on ambulance contract proposals.
- a. Trustee Snoblin presented background information. Libertyville F.D. has been providing ambulance service by contract with the District for 2 years. That contract is due to expire April 30, 2017.
 - b. Trustee Snoblin reviewed highlights of the Libertyville proposal. The proposal provides for continued ambulance service for renewing 5-year periods, with opt-outs after each component year. Costs for services increasing annually by 3%.
 - c. Trustee Snoblin reviewed highlights of the Lake Forest proposal. The proposal provides for continued ambulance service for renewing 5-year periods, with opt-outs after each component year. Costs for services are fixed for each annual period, begin slightly higher than Libertyville but conclude slightly lower than Libertyville.
 - d. Trustee Rogers offered comments.

- i. He thanked Chiefs Carani and Seibert for their attendance and efforts in this process and asked if they had comments to offer.
 - ii. Chief Seibert (Lake Forest F.D.) noted Lake Forest's F.D.'s prior history in providing ambulance service to the District, and the on-going efforts to study and ascertain functional efficiencies involving Lake Forest F.D., Lake Bluff F.D. and Rockland F.P.D.
 - iii. Chief Carani noted Libertyville's ambulance service to the District under the current ambulance service agreement from May 1, 2015 through April 30, 2017.
 - iv. Trustee Rogers concurred that the Lake Forest and Libertyville proposals were similar, but noted that for the covered 5-year period that the Libertyville proposal would cost the District \$14,500 less than the Lake Forest proposal.
 - v. Trustee Rogers noted that the Libertyville response times to the District were shorter than Lake Forest's.
 - vi. Trustee Rogers noted that the patient treatment and transport rates in the Libertyville proposal were lower than those in the Lake Forest proposal.
 - vii. Finally, Trustee Rogers noted that a change to Lake Forest would interject an additional step in the dispatch process.
 - viii. Trustee Rogers concluded his support for the Libertyville proposal for the preceding reasons.
- e. Trustee Grum reiterated his concurrence with Trustee Rogers' observations, as well as his conclusion to support for the Libertyville proposal.
 - f. Trustee Snoblin added his concurrence with Trustee Rogers' observations but raised the question/issue of response ability with 2 assisted care facilities coming on-line. Trustee Snoblin noted that the ability of Rockland's ALS-equipped and staffed vehicle provides a capable response in very short time to and in the District and can to a certain extent offset a delayed arrival by an ambulance to the scene.
 - g. Motion by Trustee Rogers, seconded by Trustee Grum to approve the Libertyville ambulance service proposal as presented. No further discussion. Roll call vote: Grum – Yes, Rogers – Yes, Snoblin – Yes. Proposal approved. Trustees executed 3 copies which Chief Carani would courier to Libertyville F.P.D. for approval and execution, with 1 completed executed copy to be provided to Libertyville, Libertyville F.P.D. and Rockland F.P.D.

6. Attorney's Report.

- a. Referendum. Attorney O'Connor commented earlier in Public Comment about the passage (81% Yes to 19% No) of the ballot question at the Consolidated Election to be held April 4, 2017. Trustees will be elected (per the Election Code) for staggered 6-year terms beginning with the Consolidated Election to be held in April 2019. Until that election Trustees would continue to be appointed by the County Board Chair with the advice of the Count Board.

- b. Sheridan at Green Oaks Disconnection. Attorney O'Connor advised that the Notices of Disconnection/Annexation for the 2 Sheridan at Greenwood Oaks parcels in Libertyville Township were mailed by certified mail on March 14, 2017, to the property owners, registered agents, and attorneys. The law requires at least 60 days after notice until the Board can act on the disconnection/annexation. Current plans call for the Rockland and Libertyville Fire Protection District Boards to conduct the public hearing and act on the disconnection/annexation ordinances at the regular meetings on June 12, 2017.
7. Chief's Report. Chief Harlow was unable to attend due to emergency response in other areas. D/C Issel had no report to offer.
 8. Treasurer's Report. Trustee Rogers provided the following updates to the District's financial position as of March 31, 2017.

a. Status of funds:

LF Bank and Trust - Capital	\$ 36,361.90
LF Bank and Trust - Checking	\$ 6,430.62
LF Bank and Trust - Reserve	\$173,337.64
Northern Trust-Checking -	\$160,433.50
Petty Cash -	<u>\$ 29.05</u>
Total -	\$376,592.71

Trustee Rogers noted the District continues the process of transferring its accounts from Northern Trust (former mortgage holder) to Lake Forest Bank & Trust (new note holder) per Board direction at the meeting January 9, 2017.

- b. Trustee Rogers reviewed and provided an overview of District progress vis-à-vis the Budget Tracking report. Most line items were within estimated ranges for anticipated expenditures for this point in the District's fiscal year; exceptions were noted but not unanticipated.

Motion made by Trustee Grum, seconded by Trustee Snoblin to approve the Treasurer's Report as presented. Roll call vote: Rogers – yes, Grum – yes, Snoblin – yes. Motion passed; Report approved.

9. Approval of Outstanding Invoices. The Board reviewed the list of checks needing approval. Trustee Rogers reviewed the list of invoices item by item, commenting on and explaining more noteworthy items.

Motion by Trustee Grum, seconded by Trustee Snoblin to approve the payment of outstanding warrants (invoices) in the amount of \$41,245.77. No further discussion. Roll call vote: Rogers – yes, Grum – yes, Snoblin – yes. Motion passed; Payments approved.

10. Lighting Project Presentation. D/C Issel reported that he continued to check with vendors for options to improve lighting at reduced costs. 2 options seem viable: Option 1 with a projected cost of \$24,045 and option 2 with a projected cost of \$33,757. Trustees noted the expense would need to be incurred in the FY2017-2018 Fiscal Year. Attorney O'Connor noted that the need would be subject to the bidding process required by

Section 11k of the Fire Protection District Act (70 ILCS 705/11k). D/C Issel advised he would follow-up for with the budget process, bidding process, and provide further updates.

11. Update on Disconnection/Annexation of Sheridan at Green Oaks Properties. Addressed in Attorney's Report preceding.
12. Update on Joint Services with Lake Bluff. Trustee Rogers advised that he had been working with Drew Irvin (Village Administrator) on options seeking cost savings for services. He anticipated a response from Mr. Irvin on several concepts. Further updates to follow.
13. Update on Investigation of Contracting Services and/or Consolidation. Trustee Grum advised there was no update but anticipated follow-on conversations to re-start now that continuation of ambulance service had been resolved. Further updates to follow.
14. Update on Lake Forest Joint Fire and EMS Task Force. Trustee Snoblin advised that he and Chief Harlow had met with the task force (Libertyville, Lake Forest, Lake Bluff and the District) on March 23. Trustee Snoblin advised that Chief Harlow was reviewing the District's response plans and asset allocations. Further updates to follow.
15. Non Agenda Items. None.
16. Nominations/Resignations/Terminations of Members of the Knollwood Fire Department. None.
17. Adjournment. Trustee Rogers made a motion to adjourn at 7:26 p.m. which was seconded by Trustee Grum. The Motion was approved by a unanimous voice vote. Meeting adjourned at 7:26 p.m.

Respectfully submitted,

Brian J. O'Connor
District Attorney

Approved _____, 2017

Karl Snoblin
Board President

Robert Grum
Board Secretary