

Rockland Fire Protection District
Board of Trustees

Minutes of Regular Meeting
Monday, January 14, 2019
Rockland Fire Protection District, Meeting Room
14 Skokie Highway, Lake Bluff, IL. 60044

1. Call to Order and Roll Call. President Rogers called the meeting to order at 6:30 p.m. Roll call was taken with the following attendance noted:

Trustee/President Dan Rogers
Trustee/Secretary Robert Grum
Trustee Karl Snoblin
Treasurer Tami Bryan

Attorney Brian O'Connor
Chief Siebert [Lake Forest FD]
Deputy Chief Pakosta [Libertyville FD]

Quorum acknowledged.

Others Present Mr. Steven Milota, Lake Forest Bank & Trust
Resident Ed Whitehead

2. Pledge of Allegiance. Recitation led by President Rogers.
3. Public Comment. None offered.
4. Report of Fire Chiefs (for discussion only).
D/C Pakosta offered a summary of services by Libertyville FD to the District over the past month.
 - a. The Fire Department will be acquiring a new ambulance
 - b. The Fire Department will be refurbishing its tower/ladder truck with an estimated cost of about \$650,000 which is about 1/2 the cost of a new vehicle at \$1.3M.Chief Siebert offered a summary of services by Lake Forest FD to the District over the past month.
 - c. Chiefs Siebert discussed possible revisions to building/fire/life safety codes for adoption by the District. Brief discussion of the phased approach to implementation of newer codes. Chief Siebert to provide Attorney O'Connor amendments to various building/fire/life safety codes to include in an ordinance for adoption by the District at the February 2019 meeting. Further action to follow.
 - d. Chief Siebert and D/C Pakosta stated they would confirm routine submission of service reports to the District by the respective fire departments to enable the service reports to be posted on the District's website.
5. District Funds (for discussion only). Mr. Milota advised the Board of various Board options concerning District finances.

- a. Mr. Milota stated the balance on the District loan on the Fire Station stood at \$498,764. He said the loan was due to mature in January 2024 with a final balloon payment of \$100,000. He said the loan was at an interest rate of 2.8%. Mr. Milota remarked new loans were not available at that low rate.
 - b. Mr. Milota commented that the District could invest current funds with an anticipated return of about 2.4%. Mr. Milota noted the return was less than the interest rate on the District's fire station loan.
 - c. Mr. Milota commented that alternately the Board could use some of its current fiscal assets to either pay off or pay down the loan. Either option would save the District monies in the form of lesser interest payments. Pay down of an amount less than the remaining principal would shorten the duration of the loan due date from January 2024, but would still leave the balloon payment of \$100,000 as the final payment.
 - d. The Board took Mr. Milota's comments under advisement.
6. Consideration of Minutes. Motion by Trustee Snoblin, seconded by Trustee Grum, to approve the minutes for the regular board meeting of December 10, 2018. Trustees had reviewed the minutes. No further discussion. Voice vote: 3 Aye (Grum, Rogers, Snoblin), 0 Nay. The motion passed.
 7. Approval of the Annual Financial Report. The Board reviewed the Annual Financial Report (AFR) prepared by Treasurer Bryan and Trustee Snoblin which needs to be submitted to the Comptroller. Brief discussion led by Treasurer Bryan and Trustee Snoblin followed. There being no further discussion, motion by Trustee Grum, seconded by Trustee Snoblin, to approve the AFR and file the AFR with the Comptroller. Roll vote: 3 Aye (Grum, Rogers, Snoblin), 0 Nay. The motion passed.
 8. Establish 2019 Board Meeting Schedule. General discussion of monthly meeting schedule. Chief Carani requested a time change to enable him to attend by avoiding a conflicting meeting. Changing days was discussed but consensus was an earlier meeting on the same second Monday of each month was preferred.

Day:	2nd Mondays of each month			
Date/Time:	1/14 meeting time is different than times for remaining meetings			
	<u>Date</u>	<u>Time</u>	<u>Date</u>	<u>Time</u>
	1/14/2019	6:30pm	7/08/2019	5:00pm
	2/11/2019	5:00pm	8/12/2019	5:00pm
	3/11/2019	5:00pm	9/09/2019	5:00pm
	4/08/2019	5:00pm	10/14/2019	5:00pm
	5/13/2019	5:00pm	11/11/2019	5:00pm
	6/10/2019	5:00pm	12/09/2019	5:00pm
Location	Rockland Fire Protection District, Meeting Room 14 Skokie Highway, Lake Bluff, IL. 60044			

There being no further discussion, motion by Trustee Rogers, seconded by Trustee Grum, to approve the 2019 Meeting Schedule. Roll vote: 3 Aye (Grum, Rogers, Snoblin), 0 Nay. The motion passed.

9. Attorney Report & Update on Litigation.
- a. Court hearing on December 13 addressed Petitioners’ intervention efforts with parties of record consisting of original Petitioners plus Intervenor Wayne Spath.
 - b. Petitioners’ legal counsel withdrew, and no replacement counsel filed an appearance.
 - c. Petitioners Ed Whitehead and Wayne Spath have filed appearances in a *pro se* capacity.
 - d. The Petition of record is Petitioners’ original complaint filed in August 2018.
 - e. The Respondents’ Motion to Dismiss that original complaint is still of record.
 - f. Petitioners were given until January 10, 2019, to file a Response to Respondents’ Motion to Dismiss.
 - g. Attorney O’Connor noted that no Response had been filed with the Clerk of the Circuit Court as of that date.
 - h. Respondents were given until January 24, 2019, to file a Reply to Petitioners’ Response to Respondents’ Motion to Dismiss.
 - i. The matter was set for hearing before Judge Jasica in Courtroom 406 in Waukegan at 9:15 a.m. on Thursday, January 31, 2019.
 - j. Attorney O’Connor reported District litigation costs through November 30 amounted to \$16,520.51. Attorney O’Connor noted this costs would increase for efforts in January.

10. Treasurer’s Report (for discussion only). The Board reviewed the District’s financial position as of December 31, 2018, as follows, subject to approval at the February 2019 meeting:

LF Bank and Trust – Capital	\$ 36,434.19
LF Bank and Trust – Checking	\$313,768.60
LF Bank and Trust – Reserve	<u>\$274,259.30</u>
TOTAL	\$624,462.09

The Board reviewed the District’s profit & loss/budget tracking report subject to approval at the February 2019 meeting.

No further discussion. Approval to follow at February Board meeting.

11. Review of Outstanding Invoices (for discussion only). The Board reviewed the list of outstanding invoices for the amount of \$26,456.87, with limited discussion, and subject to approval for payment at the February 2019 meeting.

No further discussion. Approval to follow at February Board meeting.

12. Building and Officers’ Insurance. Trustee Snoblin is researching potential providers for District Building (general liability) and Officers’ (errors, omissions) insurances. President Rogers provided Trustee Snoblin summaries of insurance coverages for these categories. Trustee Snoblin took the information and advised the Board he would offer a report at the February meeting.

13. Building Appraisal (for discussion only). President Rogers polled the Board on the proposition of obtaining an appraisal for the District's fire station for current and future Board reference and use. Trustee Rogers distributed an appraisal proposal received from the Township Assessor. Attorney O'Connor noted there was a difference between an appraisal of property for sale from that of an appraisal of property for lease, and the proposal needed to specify which type of appraisal was desired. The Board will review the proposal and consider the matter at the February meeting.
14. Damage to Trustee Vehicle. Trustee Grum inquired about District payment for repair of damage to Trustee Rogers vehicle. Trustee Grum noted the damage occurred on District property and during a District Board meeting. Trustee Grum advised that the District's insurance had declined to cover costs for repair of the damage to Trustee Rogers' vehicle.

Trustee Snoblin asked Attorney O'Connor about the propriety of payment. Attorney O'Connor noted that (1) the damage occurred on District property, (2) the damage occurred during a District Board meeting, and (3) Trustee Rogers was obligated to be in attendance at that Board meeting, ethically and by law. Attorney O'Connor noted there was not express provision either allowing or disallowing the reimbursement. Under the specific facts and circumstances in this instance, Attorney O'Connor could not say it would be improper for the District to reimburse the repair costs, presuming presentation of a documented repair invoice for reimbursement, nor could he say it would be proper for the District to reimburse those same costs.

Motion by Trustee Grum, seconded by Trustee Snoblin, to approve the reimbursement for repairs to Trustee Rogers' vehicle from damage occurred on District property and during a District Board meeting on presentation of an invoice for repair by Trustee Rogers to the Board. No further discussion was requested. The Motion passed on a roll call vote: 2 Aye (Grum, Snoblin), 0 Nay, 1 Abstain (Rogers).

15. Adjournment. Trustee Grum made a motion to adjourn the meeting at 7:04 p.m. which was seconded by Trustee Snoblin. The Motion was approved by a voice vote: 3 Aye (Grum, Rogers, Snoblin), 0 No. Meeting adjourned at 6:57 p.m.

Respectfully submitted,

Brian J. O'Connor
District Attorney

Approved _____, 2019

Dan Rogers, Board President

Robert Grum, Board Secretary