

Rockland Fire Protection District
Board of Trustees

Minutes of Regular Meeting
Monday, June 8, 2020
Rockland Fire Protection District, Meeting Room
14 Skokie Highway, Lake Bluff, Illinois 60044

1. Call to Order and Roll Call. President Malinowski called the meeting to order at 6:03 p.m. Roll call was taken with the following attendance noted:

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|-------------------------------------|-------------------------------------|
| Trustee/President Marcin Malinowski | Chief Rich Carani [Libertyville FD] |
| Trustee/Secretary Amy Bernstein | Chief Pete Siebert [Lake Forest FD] |
| Trustee Dave Andersen | Attorney James G. Wargo |
| Treasurer Karl Snoblin | |

Quorum acknowledged.

Others Present None.

2. Pledge of Allegiance. Recitation led by President Malinowski.
3. Consideration of Minutes. The Trustees reviewed the minutes from the previous BOT meeting on March 9, 2020. Motion by Trustee Malinowski, seconded by Trustee Andersen, to approve the minutes for the regular board meeting of March 9, 2020. No further discussion. Voice vote: 3 Aye (Andersen, Malinowski, Bernstein), 0 Nay. The motion passed.

The trustees also reviewed the minutes from the previous special BOT meeting on March 20, 2020. Motion by Trustee Andersen, seconded by Trustee Bernstein, to approve the minutes for the special board meeting of March 20, 2020. No further discussion. Voice vote: 3 Aye (Andersen, Malinowski, Bernstein), 0 Nay. The motion passed.

4. Chiefs' Report.
 - a. Chief Siebert reviewed the summary of services by Lake Forest FD to the District over the past month, including a written summary presented to the District. Chief Siebert reported that the Lake Forest FD responded to 14 ambulance calls, 2 service calls, 1 false alarm, and 1 good intent call within the District in the month of May. The Chief also reported that Claridge Healthcare Center has reported 60 known positive COVID-19 cases and 17 deaths. Due to the situation, the Chief expressed that the center is an area of high concern for the Department. In response to the situation, the Department has changed some of its response tactics, including double PPE for responding personnel. Due to these changed tactics, there has been a bit of an uptick in response times due to the increased time to implement the extra safety precautions. The Chief also reported that the Department has had zero employees test positive for COVID-19 in part to the safety measures that have been adopted. Chief Siebert also reported that the Department just put its new engine in service today. In addition, the Fire Prevention has just started back up again doing inspections after being shut down for COVID-19.
 - b. Chief Carani reviewed the summary of services by Libertyville FD to the District over the past month, including his written summary presented to the Board, which included 6 response

calls for the month of May. Chief Carani noted that the Department experienced a slow down at the end of March and April due to COVID-19, which included a 35% drop in calls for April. With businesses opening back up and the warmer weather, things are getting back to normal. Chief Carani also advised that the Fire Prevention Bureau will be re-opening and will resume fire inspections.

Chief Carani also asked if the Board could let the Chiefs know in advance of any future special board meetings. Trustee Malinowski responded that it would be no problem to provide the advance notice.

5. Public Comment. There was no public comment.
6. Attorney's Report. Attorney Wargo advised on the final agreement with Lake Bluff regarding the use of the fire station for COVID-19 quarantine purposes. He also advised that the Illinois General Assembly held a special legislative session beginning on May 20th. A number of bills were passed during the special session, including an amendment to the Open Meetings Act that the Governor has yet to sign. Attorney Wargo also discussed the current status of the Governor's Executive Orders. He also briefly discussed the 2020-2021 fiscal year budget and appropriations ordinance that will be discussed later in the meeting.
7. Treasurer's Report, February 2020. Treasurer Snoblin presented the District's balance sheet as of April 30, 2020, which read as follows:

| | |
|------------------------------|----------------------|
| LF Bank and Trust – Checking | \$337,190.21 |
| LF Bank and Trust – Reserve | \$ 311,108.87 |
| Petty Cash | \$ 112.49 |
| TOTAL | \$ 648,411.57 |

Treasurer Snoblin also presented the District's balance sheet as of May 31, 2020, which read as follows:

| | |
|------------------------------|----------------------|
| LF Bank and Trust – Checking | \$ 255,055.31 |
| LF Bank and Trust – Reserve | \$ 311,114.15 |
| Petty Cash | \$ 112.49 |
| TOTAL | \$ 566,281.95 |

Treasurer Snoblin reviewed highlights of the District's profit & loss/budget tracking report through the end of the 2019-2020 fiscal year as of April 30, 2020. In general, the District experienced a bit of an overrun in the budget for legal expenses and some administrative expenses.

No further discussion. Motion to approve the Treasurer's Report as presented by Trustee Malinowski, seconded by Trustee Andersen. Roll call vote: 3 Aye (Andersen, Malinowski, Bernstein), 0 Nay. The motion passed.

8. Review of Outstanding Invoices. The Board reviewed the list of outstanding invoices in the total amount of \$174,745.70. Treasurer Snoblin also discussed compensation for the Trustees and the District's Treasurer.

Motion by Trustee Malinowski, seconded by Trustee Bernstein, to approve payment of invoices as presented in the amount of \$174,745.70. No further discussion. Roll call vote: 3 Aye (Andersen, Malinowski, Bernstein), 0 Nay. The motion passed.

9. FY 2020-2021 Tentative Budget and Appropriations Ordinance. Treasurer Snoblin presented the District's tentative budget and appropriations ordinance for the 2020-2021 fiscal year. Trustee Malinowski acknowledged the tentative budget. A public hearing will be held at the next Board meeting on July 13, 2020, and the Board will have an opportunity to approve the budget ordinance at that meeting.
10. Discussion/action on the leasing of the Rockland FD Building. No update provided on the lease of the fire station.
11. Board Discussion/Update regarding IDOT Improvements. Trustee Malinowski advised that he has received no updates from IDOT.
12. Other items as may be lawfully brought before the Board. Trustee Malinowski advised the Board that someone tampered with the District's mailbox. The incident was reported to the Lake County Sheriff's Office. Chief Carani offered to allow the District to utilize the Libertyville Fire Station for mailing purposes in the future. Trustee Malinowski also advised that he has not heard anything back from Ryan Constantino from the Shield 23 Foundation regarding the July 25th fundraiser.
13. Adjournment. There being no further business, Trustee Malinowski made a motion to adjourn the meeting at 6:42 p.m., which was seconded by Trustee Andersen. Voice vote: The Motion was approved by a voice vote: 3 Aye (Andersen, Malinowski, Bernstein), 0 Nay. Meeting adjourned at 6:42 p.m.

Respectfully submitted,

James G. Wargo
District Attorney

Approved _____, 2020

Marcin Malinowski, Board President

Amy Bernstein, Board Secretary