

Rockland Fire Protection District  
Board of Trustees

Minutes of Regular Meeting  
Monday, June 11, 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                      Deputy Chief Mike Issel (late)  
Trustee Karl Snoblin  
District Treasurer Tami Bryan  
  
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 Grum, seconded by Trustee Snoblin to approve the minutes of the regular meeting of May 14, 2018. Trustees had reviewed the minutes. No further discussion. Voice vote: 3 Aye (Grum, Rogers, Snoblin), 0 Nay. The motion passed.
4. Public Comment. President Rogers opened Public Comment. None offered.
5. Attorney's Report. Attorney O'Connor offered the following report.
  - a. The notice for the public hearing on the FY18-19 Budget & Appropriations Ordinance had been published in the Lake County News Sun.
  - b. The Prevailing Wage Resolution had been prepared for Board approval.
  - c. Attorney O'Connor had no update on District expenses for legal fees in responding to Freedom of Information Act requests.
  - d. 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 in question, with the next opportunity for legislative action in the November veto session.
  - e. Notice from Ill. OSHA on new electronic reporting procedures. Attorney O'Connor this would apply to the District, as it was a fire protection district with over 20 employees. Trustee Snoblin advised that the District's workers' comp carrier had always filed required reports on the District's behalf.
6. Res. 2018-03 Adopting Prevailing Wage Rates. Attorney O'Connor advised he had prepared the resolution, as annually required by law. Trustees had reviewed the Resolution.

Motion by Trustee Grum, seconded by Trustee Snoblin to approve Res. 2018-03 Adopting Prevailing Wage Rates. No further discussion. Roll call vote: 3 Aye (Grum, Rogers, Snoblin), 0 Nay. The motion passed.

7. Chief's Report. Chief Harlow was not present.

Deputy Chief Issel reported on several items.

- a. He distributed to the Board the “Efficiency/Consolidation Task Force Proposal” dated June 2018 which Chief Harlow had prepared. The document outlines issues related to consolidation and a proposal for membership to establish a Task Force for the District. None of the Trustees had reviewed the proposal. Consensus of the Board was to table consideration of the Proposal to the July meeting to allow trustees to review the Proposal.
- b. Deputy Chief Issel shared a report he had received that North Chicago would tender a service proposal to the District along the lines that Libertyville/Lake Forest had done. The Board welcomed the proposal.
- c. Station lighting is essentially complete. With an anticipated cost reduction in bulbs, the Board agreed on deferring purchase of replacement bulbs pending the lower price. Estimated cost to be about \$1,000. And, as the actions are largely complete, consensus of the Board to remove this item from future agenda.
- d. President Rogers asked about an elevator inspection report which showed a number of deficiencies which needed correction. D/C Issel had not seen this report, nor the prior two reports. D/C Issel stated that in the past the Board had ensured elevator inspection and repair as needed. President Rogers said he would follow-up on options for the needed corrective action.

8. Treasurer's Report. Treasurer Bryan reviewed the District's financial position as of May 31, 2018 is as follows:

LF Bank and Trust – Capital	\$ 36,391.50
LF Bank and Trust – Checking	\$ 50,965.61
LF Bank and Trust – Reserve	\$274,032.12
Petty Cash	\$ 29.05
<b>TOTAL</b>	<b>\$361,418.28</b>

Treasurer Bryan reviewed the profit & loss/budget tracking report with the Trustees, commenting that the report would be more complete on approval of the budget by the Board at the July meeting.

Trustee Grum made a motion to approve the Treasurer's Report as presented. Trustee Snoblin seconded the motion which passed on a roll call vote: 3 Aye (Grum, Rogers, Snoblin), 0 Nay. The motion passed.

9. Approval of Outstanding Invoices. Treasurer Bryan reviewed the list of outstanding invoices with the Trustees, highlighting the highlights and the amounts.

Motion by Trustee Snoblin, second by Trustee Grum to approve payment of outstanding invoices in the amount of \$59,168.77. No further discussion was requested. The Motion passed on a roll call vote: 3 Aye (Grum, Rogers, Snoblin), 0 Nay. The motion passed.

10. Station Lighting. Addressed in Chiefs' comments.
11. Discussion/Action on Lake Bluff and Lake Forest/Libertyville proposals.
- a. Trustee Rogers reported he had met with Libertyville/Lake Forest officials and chiefs regarding the service proposal. Trustee Rogers noted that he had advised those official that their proposal was "too expensive." Trustee Rogers advised that he had shared the proposal analysis by Ottosen Britz, noting the proposal cost involved "way too much money." Trustee Rogers said the officials asked if they could review and possibly revise their proposal.
  - b. President Rogers advised of a letter received from Ill. Dept. of Transportation (IDOT) regarding the US41/IL176 intersection reconstruction. He noted the letter stated the project remained viable, although not currently scheduled for action. He noted that the letter confirmed IDOT's intent to purchase the District's station and property if and when the project was funded and integrated into IDOT's infrastructure improvement sequence.
  - c. Trustee Grum reported he had met with the Lake Bluff Fire Chief, Chief Graf, seeking more specifics on cost figures in the Lake Bluff proposal. Notwithstanding efforts, the costs are all "best estimates" for the proposal's services. Trustee Grum raised the question of frequency of District response to Lake Bluff, noting these included calls to schools, downtown Lake Bluff fire alarms, and calls to the Lake Bluff industrial area. Trustee Grum stated Chief Graf was unaware of any written Auto-Response-Agreement (ARA) between the District and Lake Bluff. A member of the audience handed Trustee Grum copies of ARAs from 2008, updated in 2012. Trustee Grum would follow-up with Chief Graf regarding the ARAs.
  - d. Trustee Snoblin advised he had some follow-up questions for Lake Bluff and Chief Harlow concerning operations and the service proposal.
12. Update on Joint Services with Lake Bluff. Included in Item 11 above.
13. Non-Agenda Items. Deputy Chief Issel advised that the District's copier was broken. Updates to follow.
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 7:11 p.m. which was seconded by Trustee Snoblin. The Motion was approved by a voice vote: 3 Aye (Grum, Rogers, Snoblin), 0 Nay. Meeting adjourned at 7:11 p.m.

Respectfully submitted,

Brian J. O'Connor  
District Attorney

Approved \_\_\_\_\_, 2018

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Dan Rogers, Board President

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Robert Grum, Board Secretary