

Rockland Fire Protection District
Board of Trustees

Minutes of Regular Meeting – Amended
Monday, July 8, 2019
Rockland Fire Protection District, Meeting Room
14 Skokie Highway, Lake Bluff, IL. 60044

1. Call to Order and Roll Call. President Malinowski called the meeting to order at 6:00 p.m. Roll call was taken with the following attendance noted:

Trustee/President Marcin Malinowski	D/Chief Mike Pakosta [Libertyville FD]
Trustee/Secretary Amy Bernstein	Chief Pete Siebert [Lake Forest FD]
Trustee Dave Andersen	Attorney Brian O'Connor
Treasurer Karl Snoblin	

Quorum acknowledged.

Others Present Residents Ed Whitehead, Nicki Snoblin and other members of the public

2. Pledge of Allegiance. Recitation led by President Malinowski.
3. Public Hearing on FY 2019-2020 Budget & Appropriations Ordinance, Ord. 2019-01.
 - a. President Malinowski opened the public hearing at 6:01 p.m.
 - b. Public comments. Treasurer Snoblin reviewed highlights of the FY 2019-2020 Budget & Appropriations Ordinance, both budgeted and appropriated line items, and the item on mortgage pay down.
 - c. No other comments were offered.
 - d. President Malinowski opened the public hearing at 6:06 p.m.
4. Discussion and adoption of the FY 2019-2020 Budget & Appropriations Ordinance, Ord. 2019-01. No further discussion by the Board.

Motion to approve the FY 2019-2020 Budget & Appropriations Ordinance by Trustee Andersen, seconded by Trustee Malinowski. Roll vote: 3 Aye (Andersen, Malinowski, Bernstein), 0 Nay. The motion passed.

5. Consideration of Minutes. Trustees had reviewed the minutes. Trustees Malinowski and Andersen noted corrections to name and spellings. Motion by Trustee Malinowski, seconded by Trustee Andersen, to approve the minutes for the regular board meeting of June 10, 2019 as amended. No further discussion. Voice vote: 3 Aye (Andersen, Malinowski, Bernstein), 0 Nay. The motion passed.
6. Chiefs' Report.
 - a. Deputy Chief Pakosta reviewed the summary of services by Libertyville FD to the District over the past month, including his written summary presented to the District. Report attached.
 - b. Chief Siebert reviewed the summary of services by Lake Forest FD to the District over the past month, including his written summary presented to the District. Report attached. Chief Siebert noted that Libertyville and Lake Forest departments were working well together, and added that they seemed to average about 7-10 calls per month since beginning to provide services.
 - c. The Board thanked the Chiefs for their reports but offered no questions or discussion.

7. Public Comment. President Malinowski called for public comment. No comments were offered.
8. Attorney's Report. Attorney O'Connor briefly addressed new laws in and coming from Springfield.
9. Treasurer's Report, May 2019. The Board reviewed the District's financial position as of April 30, 2019, as follows:

LF Bank and Trust – Capital	\$ 36,469.94
LF Bank and Trust – Checking	\$480,657.67
LF Bank and Trust – Reserve	<u>\$274,411.94</u>
TOTAL	\$791,539.55

The Board tabled review of the District's profit & loss/budget tracking report pending tonight's approval of the budget. Treasurer Snoblin anticipates having the report for the August meeting.

General discussion followed regarding (1) depository procedures for District funds and need for new trustees/officers to sign bank depository documents, (2) routine review of fiscal reports, and (3) status and possible action on stale payroll checks, i.e., issued some time ago with no action by payee.

No further discussion. Motion to approve the Treasurer's Report and table consideration of the profit & loss/budget tracking report by Trustee Andersen, seconded by Trustee Malinowski. Roll vote: 3 Aye (Andersen, Malinowski, Bernstein), 0 Nay. The motion passed.

10. Review of Outstanding Invoices. The Board reviewed the list of outstanding invoices having a total amount of \$11,511.88.

No further discussion. Motion to approve payment of outstanding invoices in the amount of \$11,511.88 by Trustee Bernstein, seconded by Trustee Malinowski. Roll vote: 3 Aye (Andersen, Malinowski, Bernstein), 0 Nay. The motion passed.

11. Discussion regarding District Facilities use and maintenance.
 - a. Trustee Malinowski advised that the private citizen (District resident) who had contacted him about possible rental of the fire station for a marriage-related celebration had withdrawn his request after learning of conditions and restrictions on use of the facility required by law and policy.
 - b. Attorney O'Connor advised he had emailed a copy of the policy on use of District facilities to the trustees and treasurer.
 - c. Trustee Malinowski advised he had been contacted by the Lake County Clerk's office for use of the fire station as a polling place for the March 2020 primary election. Attorney O'Connor use by a governmental entity like the Lake County Clerk or Sheriff's Office was expressly permitted by the facility use policy. Attorney O'Connor also opined that an Explorer Post sponsored and with oversight by the Lake County Sheriff's Office would likewise qualify for use of the District facilities. Treasurer Snoblin noted the need for facility upkeep and maintenance if the Board were to permit use of the Facilities: none is being performed currently and it would need to resume. President Malinowski to follow-up on possible vendors to provide services. There was unanimous consensus of the Board to permit use of the District facilities by the Lake County Clerk and Sheriff's Office and to authorize Trustee Malinowski to communicate that consent to the respective agency contacts.

12. Discussion/Action regarding the sale of the District Fire Station. Attorney O'Connor advised he had been contacted by Mr. Klujian, not Mr. Klujian's attorney, and directed Mr. Klujian to work with President Malinowski. Attorney O'Connor explained a Supreme Court rule provided that attorneys work with attorneys whereas people may work with officials. President Malinowski had briefly discussed Mr. Klujian's continued interest in purchasing the fire station, and would follow-up for further details to report to the Board.
13. District Services Consolidation. Secretary Bernstein inquired about and is seeking copies of studies performed leading to Board approval of the services agreement with the Villages of Libertyville and Lake Forest. Treasure (and former trustee) Snoblin advised there were none save for the assessments prepared by Attorney O'Connor of Ottosen Britz. Attorney O'Connor noted that assessment was based upon studies distributed at the May 8, 2018, services information session sponsored by the Village of Lake Bluff. Treasurer Snoblin advised no District analyses were done: impact analysis, service(s) analysis, financial analysis, Attorney O'Connor clarified that both assessment memoranda he prepared for the Board were also distributed to members of the public. Attorney O'Connor advised he would bring copies of these memoranda to the next Board meeting. Ms. Snolbin advised the Board that copies of these and related documents were available on the website: www.knollwoodneighbors.org.
14. Adjournment. There being no further business, Trustee Malinowski made a motion to adjourn the meeting at 6:43 p.m. which was seconded by Trustee Bernstein. The Motion was approved by a voice vote: 3 Aye (Andersen, Malinowski, Bernstein), 0 Nay. Meeting adjourned at 6:43 p.m.

Respectfully submitted,

Brian J. O'Connor
District Attorney

Attachments: 2, as stated

Approved _____, 2019

Marcin Malinowski, Board President

Amy Bernstein, Board Secretary