

Rockland Fire Protection District  
Board of Trustees

Minutes of Regular Meeting  
Monday, July 9, 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 6:30 p.m. Roll call was taken with the following attendance noted:

|                               |                                |
|-------------------------------|--------------------------------|
| Trustee/President Dan Rogers  | Attorney Brian O'Connor        |
| Trustee/Secretary Robert Grum | Chief Jon Harlow               |
| Trustee Karl Snoblin          | Deputy Chief Mike Issel (late) |
| 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. Public Hearing on FY 2018-2019 Budget & Appropriations Ordinance.
  - a. President Rogers opened the public hearing at 6:31 p.m.
  - b. The Board offered brief highlights and comments concerning the Budget & Appropriations Ordinance. No public comments was offered.
  - c. President Rogers closed the public hearing at 6:34 p.m.
  
4. Discussion and Adoption of Ord. 2018-01, Approving the FY 2018-2019 Budget & Appropriations. Motion by Trustee Grum, seconded by Trustee Snoblin to approve Ord. 2018-01. No further discussion. Roll Call vote: 3 Aye (Grum, Rogers, Snoblin), 0 Nay. The motion passed.
  
5. Consideration of Minutes. Motion by Trustee Snoblin, seconded by Trustee Grum, to approve the minutes of the regular meeting of June 11, 2018. Trustees had reviewed the minutes. No further discussion. Voice vote: 3 Aye (Grum, Rogers, Snoblin), 0 Nay. The motion passed.
  
6. Chief's Report. Chief Harlow reported on several items.
  - a. Lake County Elections will be visiting the Station to confirm its use as a polling place.
  - b. He provided an update on Station maintenance.
  - c. Chief Harlow had addressed and resolved the question of necessity of license plate for a District vehicle with Lake County Deputy Bandin.
  - d. Elevator service and inspection had been completed. The elevator was now in compliance. Discussion ensued about reports and correction of past deficiencies.
  - e. Discussion ensued regarding the District's phone/internet provider. Consensus was to remain with current provider TDS for now.

Deputy Chief Issel had no report.

7. Chief's Citizen Committee Report. Chief Harlow provided background on the Citizens committee.
  - a. The idea was first raised several months ago, and again at the two special meetings in May.
  - b. Chief Harlow has secured the names of 3 residents to serve on the committee along with Trustee Snoblin.
  - c. The Committee would study District/Department operations and offer operational enhancement suggestions for consideration by the Board.
  - d. The Committee would have no independent authority but serve in an advisory capacity to the Board.
8. Public Comment. President Rogers opened Public Comment. None offered.
9. 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 filed with the County Clerk and Ill. Dept. of Labor.
  - c. Attorney O'Connor advised that minimal work had been performed on District expenses for legal fees in responding to Freedom of Information Act requests.

10. Treasurer's Report. Treasurer Bryan reviewed the District's financial position as of June 30, 2018 is as follows:

|                              |                     |
|------------------------------|---------------------|
| LF Bank and Trust – Capital  | \$ 36,397.28        |
| LF Bank and Trust – Checking | \$293,454.27        |
| LF Bank and Trust – Reserve  | \$274,107.27        |
| Petty Cash                   | \$ 29.05            |
| <b>TOTAL</b>                 | <b>\$603,987.87</b> |

Treasurer Bryan advised the profit & loss/budget tracking report would be prepared now that the Board had approved the BY2018-2019 Budget and Appropriations Ordinance.

No further discussion. 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.

11. 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 \$46,325.70. No further discussion was requested. The Motion passed on a roll call vote: 3 Aye (Grum, Rogers, Snoblin), 0 Nay. The motion passed.

12. Discussion/Action on Lake Bluff and Lake Forest/Libertyville proposals. Trustee Rogers reported he and Attorney O'Connor had met for 60-80 minutes with Lake Forest officials and Lake Forest/Libertyville chiefs regarding revision to the service proposal. Discussions centered on changes to the proposal, envisioned cost structures and calculations, and continuity of continued services. All attending agreed that further discussions were needed.
13. Update on Joint Services with Lake Bluff.
- a. General discussion of District call volume, calls made by the District to Lake Bluff, calls made by Lake Bluff to the District, and relative costs for making and receiving calls.
  - b. Discussion on the existence of and/or need for a written memorandum of agreement between the District and Lake Bluff regarding giving and receiving calls.
  - c. Discussion on which Lake Bluff calls the District needed to respond to versus had routinely responded to. Concern was not only on the number of calls responded to or received, but recognition that response to a call outside the District that might not be essential would make the assets not available to an urgent call within the District. Discussion on the need for the District to be more selective in responses, focusing on essential calls.
14. Non-Agenda Items. None.
15. Nominations/Resignations/Terminations of Members of the Knollwood Fire Department. Nothing to report.
16. Adjournment. Trustee Grum made a motion to adjourn the meeting at 7:38 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 7:38 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