

Rockland Fire Protection District
Board of Trustees

Minutes of Regular Meeting
Monday, May 11, 2015
Knollwood Fire Department, Meeting Room
14 Skokie Highway, Lake Bluff, IL 60044

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

Trustee/President Ed Whitehead

Fire Chief Jon Harlow

Trustee/Treasurer Karl Snoblin

Attorney Brian O'Connor

Trustee/Secretary Dan Rogers

Quorum acknowledged.

2. Consideration of Minutes. Motion by Trustee Snoblin, seconded by Trustee Rogers, to approve Minutes of Regular Meeting April 13, 2015. No discussion. Motion approved on unanimous voice vote.

Consideration of Minutes from Special Meeting March 17, 2015, tabled to June meeting.

3. Public Comment. None.

4. Trustee Reappointment & Election of Officers.

a. Acknowledge reappointment of Trustee Snoblin for term May 2015 through April 2018.

b. Election of Board Officers. Motion by Trustee Snoblin, seconded by Trustee Rogers, to approve Officer slate with Trustee Whitehead to serve as President, Trustee Snoblin to serve as Treasurer, and Trustee Rogers to serve as Secretary, seconded by Trustee Rogers. Roll call vote: Whitehead – Yes; Snoblin – Yes; Rogers – Yes. Motion passed

5. Attorney's Report.

a. Reminder about Ill. Ass'n of Fire Protection District annual conference in Peoria June 25-26-27. Brief discussion of topics and schedule.

b. Reminder for Sanctuary Subdivision's Petition to Attach court requires original Petition from Homeowners Ass'n. Neither Attorney O'Connor nor Village attorney Andrew Fiske had that petition. Chief Harlow did not have the petition either but said he would check with Lake Bluff village manager in an effort to get the document.

6. Chief's Report.

a. Chief Harlow provided an overview of code enforcement efforts required for the Hilltop development in the Village of Green Oaks, and the proposed IGA between the District and Libertyville Fire Department (which by contract provides code enforcement for Green Oaks). General discussion ensued. Chief Harlow is seeking to have the Hilltop development operator pay for the code enforcement inspections and plan review fees: he noted this was the prevalent practice in the fire service in the area and across the State.

b. Chief Harlow provided an overview of the IGA between the District and Libertyville Fire Department for code enforcement needs. Consensus of the Board was direction to Chief Harlow to continue pursuit of the code enforcement actions by Libertyville FD on behalf of the District,

while terms of the IGA were finalized. The Board asked for a final copy of the Resolution approving the IGA for approval at the June 8th meeting.

c. Chief Harlow said we'd covered what he wanted to cover about the Sanctuary Subdivision's Petition, with an update to follow at the June 8th meeting.

d. Chief Harlow provided an update on the road construction on Rockland Road (IL Route 176) and its impacts on the District's ability to provide emergency services as well as traffic. Chief Harlow advised he had encountered challenges which at least on one occasion forced Chief Harlow to put a temporary halt to road construction. Chief Harlow said he and Deputy Chief Kositzki would continue to monitor the road construction to ensure minimal impact on the District's ability to provide proper emergency responses, and would update the Board as warranted.

7. Deputy Chief's Report. None.

8. Treasurer's Report. Trustee Snoblin provided the following updates.

a. Status of funds.

LF Bank & Trust: \$31,046.61

Northern Trust – Station Reserve: \$36,342.98

Northern Trust – Capital Investment: \$126,975.25

Northern Trust – Checking: \$34,852.40

Total: \$229,217.24

b. Budget tracking update. Reviewed the status of the District projected budget income compared to expenses for Fiscal Year 14-15 (May 1, 2014 through April 30, 2015). General observation that the Board had spent more money than it had taken in, that expenditure was planned as part of the budget. He noted the District did not spend as much as had been budgeted, which was a positive development. Trustees concurred that the District needed to continue to be vigilant about its fiscal condition and could not afford deficit spending. Motion by Trustee Rogers, seconded by Trustee Whitehead, to approve the Treasurer's Report as presented. Roll call vote: Whitehead – Yes; Snoblin – Yes; Rogers – Yes. Motion passed.

9. Approval of Outstanding Warrants. Following a brief description of outstanding bills, invoices and warrants by Trustee Snoblin, motion by Trustee Rogers, seconded by Trustee Whitehead, to approve the payment of outstanding warrants in the amount of \$109,369.92. Roll call vote: Whitehead – Yes; Snoblin – Yes; Rogers – Yes. Motion passed.

10. Approval of Board Annual Meeting Schedule. Previously approved and already posted. Meeting schedule established for the calendar year.

11. Discussion and approval of fence purchase. Consensus of the Board to have Chief Harlow work with Trustee Rogers on replacing the old cyclone fence along the District property line.

12. Department Member Update.

a. Chief Harlow advised there were 6 new probationary firefighters starting with the Department.

b. Chief Harlow advised that new firefighters from Lake Bluff FD were joining new District firefighters for 6 months of new firefighter training to start May 28, 2015.

13. Closed Session. None needed.

14. Adjournment. Motion to adjourn at 7:55pm by Trustee Snoblin, seconded by Trustee Rogers. No discussion. Motion approved on unanimous voice vote.

Respectfully submitted,

Brian O'Connor, District Attorney

Approved _____, 2015

Ed Whitehead, Board President

Dan Rogers, Board Secretary