MINUTES OF A REGULAR MEETING OF THE LAKE ZURICH RURAL FIRE PROTECTION DISTRICT BOARD OF TRUSTEES MAY 11, 2026

A regular meeting of the Lake Zurich Rural Fire Protection District Board of Trustees was held on Monday, May 11, 2026 at 5:00 p.m. in the Lake Zurich Fire Station # 4 located at 21970 W. Field Parkway, Deer Park, Illinois 60010, pursuant to notice.

CALL TO ORDER: President Novak called the meeting to order at 5:02 p.m.

ROLL CALL:

PRESENT:	President Julie Novak, Trustee Jim Lang and Trustee Mindy Dupee
ABSENT:	Trustees Hilary Winiarz and Fredric Hutchinson
ALSO PRESENT:	Kelly Brainerd and Dhara Patel, Lauterbach & Amen; Attorney Megan Mack, Ancel Glink; Fire Chief David Pilgard, Lake Zurich Fire Department; CPA Mark DaValle, Bryant & DaValle PC

PLEDGE OF ALLEGIANCE: All in attendance stood and recited the Pledge of Allegiance.

APPROVAL OF AGENDA: The Board reviewed the May 11, 2026 regular meeting agenda. A motion was made by Trustee Dupee and seconded by Trustee Lang to approve the May 11, 2026 regular agenda as posted. Motion carried unanimously by voice vote.

PUBLIC COMMENT: President McDonnell addressed the Board regarding the Route 59 drainage improvement project construction and informed the Board that the RFP was sent out and the project is expected to be completed early 2027.

APPROVAL OF MINUTES: The Board reviewed the April 13, 2026 regular meeting minutes. A motion was made by Trustee Dupee and seconded by Trustee Novak to approve the April 13, 2026 regular meeting minutes as written. Motion carried unanimously by voice vote.

Approval of Executive Session Minutes: The Board noted that there were no executive session meeting minutes.

CONSIDERATION OF RESOLUTIONS & ORDINANCES – DISCUSSION AND ACTION: There were no resolutions and ordinances for consideration.

CONSIDERATION OF CONTRACTS AND PROPOSALS – DISCUSSION AND ACTION: *Discussion/Possible Action Item – Contract/IGA for Fire/Rescue Services with the Village of Lake Zurich:* The Board discussed the execution of an Intergovernmental Agreement (IGA) for fire and rescue services with the Village of Lake Zurich and noted that it remains under further review and finalization.

Discussion/Possible Action Item – Addition of Narcan Boxes at Stations 2, 3 and 4: The Board noted that the addition of Narcan boxes at Stations 2, 3 and 4 will be discussed at a future date. No further action was required at this time.

Discussion/Possible Action Item – Retain consultant to review Feasibility study of transitioning services from Village of Lake Zurich: The Board noted that retaining consultant to review feasibility study of transitioning services from Village of Lake Zurich will be discussed at a future date. No further action was required at this time.

Discussion/Possible Action Item - Generation Painting proposal for exterior painting of Station 3: The Board discussed the Generational Painting proposal for exterior painting of Station 3. A motion was made by Trustee Lang and seconded by Trustee Dupee to approve Generational Painting proposal for exterior painting of Station 3 in the amount of $14,205.62 and to pay 50% as a deposit in the amount of $7,102.81. Motion carried by roll call vote.
AYES: President Novak, Trustees Dupee and Lang
NAYS: None
ABSENT: Trustees Hilary Winiarz and Fredric Hutchinson

Discussion/Possible Action Item - Approval of MK Industries for Station 3 improvements: The Board discussed improvements for Station 3 to be completed by MK Industries. A motion was made by Trustee Lang and seconded by Trustee Dupee to approve improvements to be completed by MK Industries is the amount of $16,020. Motion carried by roll call vote.
AYES: President Novak, Trustees Dupee and Lang
NAYS: None
ABSENT: Trustees Hilary Winiarz and Fredric Hutchinson

Discussion/Possible Action Item – ELA Township IGA for various work projects: The Board discussed ELA Township IGA for various work projects, specifically two 10 feet post for parking sign. Further discussion will be held at the next regular meeting.

REPORTS: *Fire Chief:* The Board noted that there was no monthly Fire Chief report.

President: Discussion – District retaining own Fire Inspector: This item was not discussed. No further action was required at this time.

Secretary/FOIA Officer: Secretary/FOIA Officer, Trustee Hutchinson, informed the Board that a FOIA request was received and were responded to accordingly. No further action is required by the Board at this time.

Procurement Officer Report: Discussion/Possible Action – Station 2, 3 and 4 Improvements: The Board reviewed the Procurement Officer Report and noted the following: A Ryobi power washed was purchased for all 3 stations.

- At Station #2: On going discussion with Performance Services regarding the retaining wall project. Rose fertilizers will be purchased for Spring and Summer applications.
- At Station #3: Ingersol Air Corporation was contacted regarding air compressor for both ambulances and engines. Generational Painting will be completing interior and exterior painting in two phases after electrical updates have been completed. TIPS and Performance Services will be contacted for a new roof proposal.
- At Station #4: The damaged soffit has been replaced by Muller Exteriors. Rose fertilizers will be purchased for Spring and Summer applications. Performance Services finished the dumpster enclosure project, the damaged landscaping was cleaned up, graded and reseeded.

Project Coordinator: Project Coordinator, Trustee Dupee informed the Board that the District website is currently being updated and is expected to be completed at the end of the month.

Dry Hydrant Coordinator: Dry Hydrant Recommendations: Dry Hydrant Coordinator, Trustee Winiarz, informed the Board that there are no new updates and that she is in the process of procuring a dry hydrant service provider. Updates will be provided as they are received.

Treasurer: Treasurer, Trustee Dupee, informed the Board that a CD has matured and it has been reinvented. No action is required.

Bookkeeper: Discussion/Action – Payment of Bills: The Board reviewed the bill packet with total disbursements of $662,298.08. A motion was made by Trustee Dupee and seconded by Trustee Novak to approve the bill packet in the amount of $662,298.08. Motion carried by roll call vote.

AYES:	President Novak, Trustees Dupee and Lang
NAYS:	None
ABSENT:	Trustees Hilary Winiarz and Hutchinson

CPA: CPA Mark DaValle, informed the Board that the draft for 2025 audit is complete and will be presented at the next regular meeting.

Attorney: No additional updates were provided by Attorney Mack.

OMA Officer: No additional updates were provided by OMA Officer, Trustee Winiarz.

Ethics Officer: No additional updates were provided by the Ethics Officer.

EXECUTIVE SESSION FOR THE PURPOSES OF DISCUSSING PROBABLE OR IMMINENT LITIGATION (5 ILCS 120/2C-11): There was no need for executive session.

ADJOURNMENT: A motion was made by Trustee Lang and seconded by Trustee Novak to adjourn the regular meeting at 5:53 p.m. Motion carried unanimously by voice vote.

The next regular meeting is scheduled for June 8, 2026 at 5:00 p.m.

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Board President or Secretary

Minutes approved by the Board of Trustees on ____________________

Minutes prepared by Dhara Patel, Professional Services Administrator, Lauterbach & Amen