MINUTES OF A REGULAR MEETING OF THE LAKE ZURICH RURAL FIRE PROTECTION DISTRICT BOARD OF TRUSTEES JUNE 8, 2026

A regular meeting of the Lake Zurich Rural Fire Protection District Board of Trustees was held on Monday, June 8, 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 5:00 p.m.

ROLL CALL:

PRESENT:	President Julie Novak, Trustees Hilary Winiarz, Fredric Hutchinson and Mindy Dupee
ABSENT:	Trustee Jim Lang
ALSO PRESENT:	Kelly Brainerd and Dhara Patel, Lauterbach & Amen; Attorney Megan Mack, Ancel Glink; CPA Mark DaValle, Bryant & DaValle PC; Auditor Kevin Smith, Eccezion

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

APPROVAL OF AGENDA: The Board reviewed the June 8, 2026 regular meeting agenda. A motion was made by Trustee Dupee and seconded by Trustee Winiarz to approve the June 8, 2026 regular agenda as posted. Motion carried unanimously by voice vote.

PUBLIC COMMENT: There were no public comments.

APPROVAL OF MINUTES: The Board reviewed the May 11, 2026 regular meeting minutes. A motion was made by Trustee Dupee and seconded by Trustee Winiarz to approve the May 11, 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.

PRESENTATION OF 12/31/2025 AUDIT REPORT BY ECCEZION – KEVIN SMITH: Mr. Smith presented December 31, 2025 audit report prepared by Eccezion. The Board noted that the audit has been filled with the Comptroller's office. No further action is required by the Board at this time.

Mr. Smith left the meeting at 5:08 p.m.

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. The Board also directed Attorney Mack to send a demand letter to the Village of Lake Zurich for outstanding ambulance billing fees prior to the next regular meeting. *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 posts for parking signs and noted that the IGA will be discussed and approved at the ELA Township regular meeting. Further discussion will be held at the next regular meeting.

REPORTS: *Fire Chief:* The Board noted that Fire Chief report has been provided for April 2026.

President: Discussion/Possible Action Item – Independent third party to provide fire prevention services: The Board noted that this item will be discussed at a later date.

Secretary/FOIA Officer: Secretary/FOIA Officer, Trustee Hutchinson, informed the Board that no FOIA request was received.

Procurement Officer Report: Discussion/Possible Action – Station 2, 3 and 4 Improvements: The Board reviewed the Procurement Officer Report and noted the following: Workout equipment has been inspected, minor repairs were completed and annual water system backflow inspections have been scheduled with DeFranco for all three stations.

- At Station #2: Thomas Carey at Performance Services indicated that the retaining wall project is in the planning and bidding phase and is expected to be completed in Fall.
- At Station #3: Generation Painting will be painting interior and exterior of the station and has been scheduled for the 2nd week of July.
- At Station #4: Wauconda Door will be inspecting and repairing the overhead door remote controls.

Project Coordinator: Project Coordinator, Trustee Dupee, informed the Board that the District website has been updated.

Dry Hydrant Coordinator: Dry Hydrant Recommendations: Dry Hydrant Coordinator, Trustee Winiarz, informed the Board that there are no new updates. Updates will be provided as they are received.

Treasurer: Treasurer, Trustee Dupee, informed the Board that a CD will be maturing soon. Further discussion will be held at the next regular meeting.

Bookkeeper: Discussion/Action – Payment of Bills: The Board reviewed the bill packet with total disbursements of $652,488.57. A motion was made by Trustee Dupee and seconded by Trustee Novak to approve the bill packet in the amount of $652,488.57. Motion carried by roll call vote.
AYES: President Novak, Trustees Dupee, Winiarz and Hutchinson
NAYS: None
ABSENT: Trustee Lang

CPA: No additional updates were provided by CPA Mark DaValle.

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 Dupee and seconded by Trustee Winiarz to adjourn the regular meeting at 5:33 p.m. Motion carried unanimously by voice vote.

The next regular meeting is scheduled for July 13, 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