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## AGENDA

### JOINT CENTRAL LAKE COUNTY ETSB

July 9, 2024 - 3:30 PM  
Village Hall - Board Room  
300 Plaza Circle, Mundelein, IL 60060

- I. CALL TO ORDER
- II. ATTENDANCE
- III. MINUTES APPROVAL
  - A. Approval and acceptance of the April 9, 2024, quarterly meeting minutes.  
**Motion** to approve and accept the April 9, 2024, quarterly meeting minutes.
- IV. PUBLIC COMMENTARY
- V. REPORTS
  - A. Chairman
    - 1. Regional 911 Consolidation Report
  - B. **Treasurer**
    - 1. Second quarter financial report  
**Motion** to accept the second quarter financial report.
    - 2. Ratify payments as indicated in the financial report.  
**Motion** to ratify payments as indicated in the financial report.
  - C. Attorney
- VI. NEW BUSINESS
  - A. Election of Officer (July 2024 - June 2025)

B. Dissolution of the Joint Central Lake County ETSB

**Motion** to dissolve the Joint Central Lake County Emergency Telephone System Board pending the approval of the Joint Emergency Telephone System Board of Lake County.

VII. OLD BUSINESS

VIII. EXECUTIVE SESSION

IX. ADJOURNMENT

X. NEXT REGULARLY SCHEDULED MEETING

A. Tuesday, October 8, 2024, at 3:30 pm

The Village of Mundelein, in compliance with the Americans with Disabilities Act, requests that persons with disabilities who require certain accommodations to allow them to observe and/or participate in this meeting, or who have questions about the accessibility of the meeting or facilities, to contact the ADA Coordinator at 847-949-3200 to allow the Village to arrange accommodations for those persons.



## JOINT CENTRAL LAKE COUNTY ETSB

### MEETING MINUTES

JOINT CENTRAL LAKE COUNTY  
EMERGENCY TELEPHONE SYSTEM BOARD

Tuesday, April 09, 2024 – 3:30 PM

Charles Marino Executive Conference Room  
300 Plaza Circle, Mundelein, IL 60060

The April 09, 2024, meeting was called to order at 3:33 pm by W. Lark

**Attendance of board members:** B. Lark, L. Miller, M. Sheedy, J. Seeley, R. Meier, L. Perez (remote TEAMS), J. Umek (remote TEAMS)

Absent board members: R. Campanella, K. Lambert

Also, in attendance was D. Hansen, Attorney John Kelly

#### Approval of Minutes:

- Motion by Seeley and seconded by Miller to approve the January 9, 2024, meeting minutes. There was no discussion. A roll call vote was conducted with 7-ayes, 0-nays and 0-abstain. Motion passed.

**Public Comments:** There were no members of the public present who wished to make comments. Chairman closed the floor to public comment at 3:34 pm

#### Chairman's report:

- Update on progress of the Regional 911 Consolidation project. There is a PSAP Consolidation Committee scheduled for April 10, 2024, to review and accept the final report from Federal Engineering. The report is expected to include a recommended Intergovernmental Agreement, Organizational structure, hiring/staffing needs, cost/budget assumptions, and a transition plan for consolidation between the approval of the next IGA and the center opening. Members from the current ETSB/JETSB involved in consolidation are working to generate an IGA and application to the State 911 Administrator to form a new JETSB. The application and approved IGA for each agency should be filed in Q4.
- The ESInet installation was completed in January.

#### Treasurers Report:

- Motion by Sheedy and second by Seeley to approve the quarterly financial reports ending March 2024. There was no discussion. A roll call vote was conducted with 7-ayes, 0-nays and 0-abstain. Motion passed.
- Motion by Perez and second by Sheedy to ratify payments in the amount of \$450,844.85 as indicated on the financial report ending March 2024. There was no discussion. A roll call vote was conducted with 7-ayes, 0-nays and 0-abstain. Motion passed.



## JOINT CENTRAL LAKE COUNTY ETSB

### Attorney Report:

- Attorney Kelly reported there were no noteworthy legislative changes pending and that the future status of the 911 surcharge provisions is not expected to be changed. The next State 911 Board meeting is scheduled for April 22, 2024

### New Business:

- Motion by Seeley and second by Sheedy to ratify the Mundelein Village Board appointment of Robin Meier as the Citizen at Large member for a one-year term. A voice vote was conducted with 6-ayes, 0-nays and 1-abstain. Motion passed.
- Motion by Seely and seconded by Meier to approve the proposed FY25 budget. A roll call vote was conducted with 7-ayes, 0-nays and 0-abstain. Motion passed.

### Old Business:

- Motion by Sheedy and second by Seeley to ratify the Annual Financial Report 2023 as submitted. There was no discussion. A roll call vote was conducted with 7-ayes, 0-nays and 0-abstain. Motion passed.

**Executive Session:** There was no need for an executive session.

The next meeting dates are scheduled for:

July 09, 2024, at 3:30 pm

October 08, 2024, at 3:30 pm

### Adjourn:

- Motion by Meier and second by Seeley to close the meeting at 3:57 pm. There was no discussion. A voice vote was conducted with 7-ayes, 0-nays and 0-abstain. Motion passed.

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Chairman

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Secretary

**JOINT CENTRAL LAKE COUNTY  
ETSB FINANCIAL REPORT  
April 1, 2024 - June 30, 2024  
MUNDELEIN**

**Cash Balance March 31,2024** **\$ 1,064,876.73**

<u>Date</u>	<u>Revenue</u>	<u>Expense</u>	
04/01/24 Winthrop Harbor Dispatch Service	13,105.00		
05/01/24 Winthrop Harbor Dispatch Service	13,105.00		
06/01/24 Winthrop Harbor Dispatch Service	13,105.00		
04/01/24 North Chicago Dispatch Service	57,937.50		
05/01/24 North Chicago Dispatch Service	57,937.50		
06/01/24 North Chicago Dispatch Service	57,937.50		
05/01/24 State 911 Funds - April 24	58,897.15		
06/11/24 State 911 Funds - May 24	33,961.76		
State 911 Funds - June 24 not received as of 7/1/24			
04/30/24 Legal Fees		850.00	
04/22/24 Computer Equipment - Digital Voice Logging System		1,500.00	
04/30/24 Communication Equipment - Radios		5,714.40	
04/22/24 Communication Equipment - Sirens		51,597.00	
04/30/24 Payroll		400,000.00	
<b>Total</b>	<b>\$ 305,986.41</b>	<b>\$ 459,661.40</b>	
<b>Cash Balance June 30, 2024</b>			<b>\$ 911,201.74</b>
<b>Capital Fund Balance March 31, 2024</b>			<b>\$ 123,374.42</b>
<b>Capital Fund Balance Addition April 1, 2024 - June 30, 2024</b>			<b>\$ 9,285.89</b>
<b>Capital Fund Balance June 30, 2024</b>			<b>\$ 132,660.31</b>
<b>Remaining Cash Balance June 30, 2024</b>			<b>\$ 778,541.42</b>

**JOINT CENTRAL LAKE COUNTY  
ETSB FINANCIAL REPORT  
April 1, 2024 - June 30, 2024  
NORTH CHICAGO**

**Cash Balance March 31, 2024** **\$ 82,934.46**

<u>Date</u>	<u>Revenue</u>	<u>Expense</u>
04/01/24 North Chicago Dispatch Service		57,937.50
05/01/24 North Chicago Dispatch Service		57,937.50
06/01/24 North Chicago Dispatch Service		57,937.50
05/01/24 State 911 Funds - April 24	26,641.36	
06/11/24 State 911 Funds - May 24	12,894.38	
State 911 Funds - June 24 not received as of 7/1/24		
05/10/24 Payment to JLCETSB Invoice 9332 Apr-Jun 2024 Fees	119,812.50	
06/25/24 Payment to JLCETSB Invoice 9263 Jul-Sep 2024 Fees	122,025.00	

<b>Total</b>	<b>281,373.24</b>	<b>173,812.50</b>
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**Cash Balance June 30, 2024** **\$ 190,495.20**

**Capital Fund Balance March 31, 2024** **\$ 54,684.18**

**Capital Fund Balance Addition April 1, 2024 - June 30, 2024** **\$ 3,953.57**

**Capital Fund Balance June 30, 2024** **\$ 58,637.76**

**Remaining Cash Balance June 30, 2024** **\$ 131,857.44**

**JOINT CENTRAL LAKE COUNTY  
ETSB FINANCIAL REPORT  
April 1, 2024 - June 30, 2024  
WINTHROP HARBOR**

**Cash Balance March 31,2024** **\$ 19,460.82**

<u>Date</u>	<u>Revenue</u>	<u>Expense</u>	
04/01/24 911 Monthly Dispatch		13,105.00	
05/01/24 911 Monthly Dispatch		13,105.00	
06/01/24 911 Monthly Dispatch		13,105.00	
05/01/24 State 911 Funds - April 24	11,078.88		
06/11/24 State 911 Funds - May 24	5,633.34		
State 911 Funds - June 24 not received as of 7/1/24			
05/08/24 Payment to JCLCETSB Invoice 9331 Apr 2024 Fees	5,245.08		
05/30/24 Payment to JCLCETSB Invoice 9348 May 2024 Fees	5,275.00		
<b>Total</b>	<b>27,232.30</b>	<b>39,315.00</b>	
<b>Cash Balance June 30, 2024</b>			<b>\$ 7,378.12</b>
<b>Capital Fund Balance March 31, 2024</b>			<b>\$ 2,570.70</b>
<b>Capital Fund Balance Addition April 1, 2024 - June 30, 2024</b>			<b>\$ 1,671.22</b>
<b>Capital Fund Balance June 30, 2024</b>			<b>\$ 4,241.92</b>
<b>Remaining Cash Balance June 30, 2024</b>			<b>\$ 3,136.20</b>

**JOINT CENTRAL LAKE COUNTY  
ETSB FINANCIAL REPORT  
April 1, 2024 - June 30, 2024**

**PAYMENTS TO RATIFY  
July 9, 2024**

	<u><b>Amount</b></u>
Legal Fees	850.00
Computer Equipment - Digital Voice Logging System	1,500.00
Communication Equipment - Radios	5,714.40
Communication Equipment - Sirens	51,597.00
Payroll	400,000.00
<b>Total</b>	<u><u><b>459,661.40</b></u></u>