

AGENDA  
for the  
REGULAR MEETING  
of the  
BOARD OF TRUSTEES  
of the  
PROSPECT HEIGHTS FIRE PROTECTION DISTRICT  
scheduled for  
June 16, 2020 at 8:00 A.M.  
at  
10 E. Camp McDonald Rd., Prospect Heights, IL

*Citizen Attendance Permitted.*

*All those visiting the firehouse for this meeting are required to be in compliance with pandemic mitigation measures issued by the Illinois Department of Public Health and Governor Pritzker's Executive Order. This includes social distancing, the wearing of a face covering at all times, and may include a health screening that includes a temperature check. For those members of the public prevented from attending public meetings due to compliance with isolation orders, public comments may be submitted via email or written submission directed to the fire chief at [firechief@phfire.com](mailto:firechief@phfire.com) by June 15, 2020 at 4:00 p.m..*

*Persons with disabilities requiring auxiliary aids or services, such as an American Sign Language interpreter or written materials in accessible formats, should contact the fire chief, Drew Smith, at the above address, at (224)318-1720(Voice), at (847)253-4759(Fax) or [firechief@phfire.com](mailto:firechief@phfire.com).*

1. CALL TO ORDER

- 1.1. Called pursuant to Schedule of Meeting Dates
- 1.2. Acknowledgement of trustee appointment and reappointment
- 1.3. Roll Call of Trustees:  
Jon Tammen,  
Shawn Clisham,  
Joe Vertone  
Charles (KC) Ferguson  
James Rebecca
- 1.4. Declare quorum present and acknowledge for the minutes all other persons in attendance.
- 1.5. Election of officers of the board of trustees

2. THE SECRETARY'S REPORT

- 2.1. Consideration of the minutes of February 18, 2020 regular meeting of the Prospect Heights Fire Protection District Board of Trustees.

3. THE TREASURER'S REPORT

- 3.1. Presentation of and consideration to accept the Treasurer's Report from February, March, April, and May, 2020.
- 3.2. Presentation of and consideration to approve payment of the bills from February, March, April, and May, 2020.
- 3.3. Review Year-to-Date income versus expense report for First Quarter of 2020.

4. CITIZENS TO BE HEARD

*At this time, a member of the public may address the commission on a non-agenda item for a maximum of three minutes.*

5. OLD BUSINESS

- 5.1. Fire Chief's Reports from February, March, April, and May of 2020
- 5.2. Review the Trustees Monthly Event Calendar

6. NEW BUSINESS

- 6.1. Designation of Freedom of Information Act officer(s).
- 6.2. Designation of Open Meetings Act officer(s).
- 6.3. Request for Board Action: Authorize Fire Chief to Enter into Agreement with Locality Media for preplan software services.
- 6.4. Approve payment of Spartan Chassis for new pumper in the amount of \$250,162 to Alexis Fire Equipment, Inc.
- 6.5. Presentation and adoption of Ordinance 2020-001, Ordinance of the Prospect Heights Fire Protection District Adopting the 2020 Prevailing Wage.
- 6.6. Presentation and adoption of Resolution 2020-R002, Resolution Adopting the Prospect Heights Fire Protection District Social Media Policy.
- 6.7. Presentation and acceptance of the audit for Fiscal Year 2019.

7. OTHER MATTERS

- 7.1. President's Report
  - 7.1.1. Appointment of pension fund trustee by President of the Board of Trustees
- 7.2. Attorney's Report
- 7.3. Closed Session, if required, for one or more reasons permitted under 5 ILCS 120/2(c):
  - (1) The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body.*
  - (2) Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees.*
  - (3) The selection of a person to fill a public office, including a vacancy in a public office.*
  - (5) The purchase or lease of real property.*
  - (6) The setting of a price for sale or lease of property owned by the public body.*
  - (7) The sale or purchase of securities, investments, or investment contracts.*
  - (8) Security procedures.*
  - (11) Litigation, when an action against, affecting or on behalf of the public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent.*
  - (12) The establishment of reserves or settlement of claims as provided in the Local Governmental and Governmental Employees Tort Immunity Act.*
  - (21) Discussion of minutes of closed meetings for purposes of approval or semi-annual review as mandated by Section 2.06.*
  - (29) Meetings between auditors and audit committees, finance committees, and their equivalents.*

8. ADJOURNMENT