

**MINUTES OF PROSPECT HEIGHTS FIRE PROTECTION DISTRICT
BOARD OF TRUSTEES MEETING OF OCTOBER 21, 2025**

1. CALL TO ORDER.

President Rebecca called the meeting to order at 11:00 a.m. Trustees answered present as follows: President James Rebecca, Trustee Shawn Clisham; Trustee Charles (KC) Ferguson; Trustee Bill McDonald and Trustee Joe Vertone. Present ex officio: Chief Drew Smith, Deputy Chief Kelly Cossman and Attorney Stephen G. Daday. Also Present Tom Sawyer.

2. SECRETARY'S REPORT

2.1 CONSIDERATION OF THE MINUTES OF THE SEPTEMBER 16, 2025, MEETING OF THE PROSPECT HEIGHTS FIRE PROTECTION DISTRICT BOARD OF TRUSTEES.

Trustee Clisham made a motion to approve the minutes of the September 16th, 2025, meeting of the Prospect Heights Fire Protection District Board of Trustees. The motion was seconded by Trustee McDonald and carried unanimously.

3. FINANCIAL REPORT DATED AUGUST 31, 2025

3.1 Deputy Chief Cossman presented the Financial Report for the period ending September 30, 2025, pursuant to the attached sheets. They reviewed the summary statement, the treasurer's report, the summary expense report and the budget investment report.

After a short discussion, Trustee Ferguson made a motion to approve the Financial Report and Expenditures dated September 30, 2025, as submitted, with a second by Trustee Vertone. The motion carried unanimously as follows:

Ayes: Rebecca, Clisham, Ferguson, Vertone, McDonald.
Nays: Zero.

3.2 PRESENTATION OF THE BILLS

Deputy Chief Cossman presented the bills for payment pursuant to the check detail report dated October 8, 2025. He reviewed and noted the bills for background checks; GEMT reimbursement; Fries Automotive; Jones retirement party; Ring Central.

After a short discussion, Trustee Ferguson made a motion to pay the invoices from the reports dated October 8, 2025, with a second by Trustee Vertone. The motion carried unanimously as follows:

Ayes: Rebecca, Clisham, Ferguson, Vertone, McDonald.
Nays: Zero.

3.3 Transfer of Funds

None.

3.4. Financial report by Tom Sawyer.

Tom Sawyer reported on the investments for the district and reported that all of the investments were performing well.

4. CITIZENS TO BE HEARD.

None

5. OLD BUSINESS

5.1 FIRE CHIEF'S REPORT

Chief Smith reviewed his monthly report. Chief Smith discussed the call volume report and mutual aid. Chief Smith also presented his retirement letter, which he was required to do by contract one year prior to the date of his retirement.

5.2 Discussion of Succession Plan Closed Session.

6. NEW BUSINESS.

6.1 Approval of payment of invoice from 845 Design Group for work performed for the renovation of the Camp McDonald firehouse. After a short discussion, Trustee Clisham made a motion to approve the payment in the amount of \$45,031.50 with a second by Trustee McDonald. The motion carried unanimously as follows:

Ayes: Rebecca, Clisham, Ferguson, Vertone, McDonald.
Nays: Zero.

6.2 Review and approve fee request by Attorney Daday for 2026.

After a short discussion, Trustee McDonald made a motion to approve the fee request for attorney Daday for his services for 2026 to increase the hourly rate to \$285 per hour. Motion was seconded by Trustee Ferguson and carried unanimously as follows:

Ayes: Rebecca, Clisham, Ferguson, Vertone, McDonald.
Nays: Zero

7. OTHER MATTERS

7.1 President's Report: President Rebecca noted that the next board meeting would be on November 17, 2025, at 11 AM.

7.2 Attorney's Report: Attorney Daday made a request to adjourn to closed session pursuant to 5ILCS 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.

8. ADJOURNMENT. Trustee Clisham made a motion to adjourn the meeting to close session pursuant to 5 ILCS 120/2C1, the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body seconded by Trustee Vertone at 12:02 pm. The motion carried unanimously.

Ayes: Rebecca, Clisham, Ferguson, Vertone, McDonald.

Nays: Zero

Secretary