

**MINUTES OF PROSPECT HEIGHTS FIRE PROTECTION DISTRICT
BOARD OF TRUSTEES MEETING OF JANUARY 17, 2023**

President Jon Tammen called the meeting to order at 8:00 a.m. Trustees answered present as follows: Jon Tammen, Joe Vertone, Trustee James Rebecca, Charles (KC) Ferguson. Trustee Shawn Clisham was absent. Also, present ex officio: Chief Drew Smith, Deputy Chief Tim Jones, and Attorney Stephen G. Daday by zoom.

SECRETARY’S REPORT

CONSIDERATION OF THE MINUTES OF THE DECEMBER 20, 2022, MEETING OF THE PROSPECT HEIGHTS FIRE PROTECTION DISTRICT BOARD OF TRUSTEES

Trustee Vertone presented the secretary's report and the minutes of the December 20, 2022, meeting minutes. After a short discussion Trustee Ferguson made a motion to approve the minutes as submitted with a second by Trustee Rebecca. The motion carried unanimously.

TREASURER’S REPORT

Trustee Clisham presented the Treasurer’s report for the month ending December 31, 2022, pursuant to the attached sheets. Discussion was had with respect to the status of accounts and the late payment of property taxes. Discussion was had regarding the ambulance billing, cash flow, disbursements, and income.

After a short discussion, Trustee Rebecca made a motion to approve the Treasurer’s report as submitted and accept the cash flow spreadsheet, with a second by Trustee Ferguson. The motion carried unanimously as follows:

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

PRESENTATION OF THE BILLS

Deputy Chief Jones presented the bills for payment pursuant to the check detail report for January 12, 2022. Deputy Chief Jones reviewed the highlighted items on the check detail reports with an explanation of the items. He noted the bill for WIRFS for apparatus repair; he also noted the reimbursement for education for Kelly Cossman: Also a reimbursement for health insurance; replacement washer from Abt; Fries Automotive; the Fire Academy.

Deputy Chief Jones also reviewed the 2022 budget expenses and income report.

After a short discussion, Trustee Clisham made a motion to pay the invoices for the report dated January 12, 2023, with a second by Trustee Rebecca. The motion carried unanimously as follows:

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

Nays: Zero.

CITIZENS TO BE HEARD.

None

OLD BUSINESS

CHIEF'S REPORT

Chief Smith reviewed his monthly report. Chief Smith discussed the call volume report and mutual aid. Chief Smith also reported regarding the analytics with respect to overlapping calls. He noted that the call volume was historically high for the year. He also noted mutual aid given and received and that ambulance billing revenue was significantly higher primarily due the GEMT ambulance fees that were received by the district. He noted the training report and Fleet repair report. Smith reported that he had made an offer to Glenn Vanek as Battalion Chief. Chief Smith also reviewed the Trustees' Monthly Event Calendar and indicated that all matters were scheduled or in process. In addition, Chief Smith discussed the goals and strategy relative to the referendum and presented his annual report.

NEW BUSINESS.

Amendment to Chief Smith's Employment Agreement. Attorney Daday presented the amendment reflecting the board's adoption of a salary increase for chief Smith. After a short discussion Trustee Clisham made a motion to approve the agreement with the second by Trustee Rebecca. The motion carried unanimously as follows:

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

Nays: Zero

OTHER MATTERS

President's Report: None

Attorney's Report: None

ADJOURNMENT. Trustee Clisham made a motion to adjourn the meeting at 8:57 AM with a second by Trustee Ferguson. The motion carried unanimously.

Joe Vertone, Secretary