

**MINUTES OF PROSPECT HEIGHTS FIRE PROTECTION DISTRICT
BOARD OF TRUSTEES MEETING OF SEPTEMBER 26, 2023**

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

SECRETARY’S REPORT

CONSIDERATION OF THE MINUTES OF THE AUGUST 15, 2023, MEETING OF THE PROSPECT HEIGHTS FIRE PROTECTION DISTRICT BOARD OF TRUSTEES

Trustee Vertone presented the secretary's report and the minutes of the August 15, 2023, meeting minutes. After a short discussion Trustee Clisham made a motion to approve the minutes as submitted with a second by Trustee Vertone. The motion carried unanimously.

TREASURER’S REPORT DATED AUGUST 31, 2023

Trustee Clisham presented the Treasurer’s report for the month ending August 31, 2023, pursuant to the attached sheets. Discussion was had with respect to the status of accounts. Discussion was had regarding the ambulance billing, cash flow, disbursements, and income.

After a short discussion, Trustee Vertone 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: Vertone, Rebecca, Clisham, Ferguson.
Nays: Zero.

PRESENTATION OF THE BILLS

Deputy Chief Jones presented the bills for payment pursuant to the check detail report for June 2023, dated September 19, 2023. Deputy Chief Jones reviewed the highlighted items on the check detail reports with an explanation of the items. He noted the bill for Fries Automotive for the ambulance repair, Discount Cell for batteries; Fire Dex GW for repairs to turn out equipment; The Prospect Heights Park District; Sikich for the audit; and the Veterans Administration for an ambulance refund.

After a short discussion, Trustee Clisham made a motion to pay the invoices from the reports dated September 19, 2023, with a second by Trustee Ferguson. The motion carried unanimously as follows:

Ayes: Vertone, Rebecca, Clisham, Ferguson
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, particularly with respect to Mount Prospect. Chief Smith also reported regarding the analytics with respect to overlapping calls. Chief Smith noted that Station 39 was closed on four occasions during the month of August. That was due to a shortage of staff due to vacations and staff members off work.

NEW BUSINESS.

REVIEW AND APPROVE AN INCREASE OF \$15,000 TO THE AMOUNT PREVIOUSLY REQUESTED FOR THE PURCHASE OF TWO NEW AMBULANCES

Chief Smith reported that staff had received information that the ambulance cost would increase by approximately \$15,000. After a short discussion Trustee Vertone made a motion to approve the additional amount allocated for the purchase of the two new ambulances in an amount not to exceed an additional \$15,000. The motion was seconded by Trustee Clisham and carried unanimously as follows:

Ayes: Vertone, Rebecca, Clisham, Ferguson

Nays: Zero.

OTHER MATTERS

President's Report: President Rebecca indicated that the Wheeling Township board would be considering the appointment of a new trustee to replace former trustee and president Jon Tammen. The Meeting would be held at the next meeting in September.

Attorney's Report: Attorney Daday requested a closed session pursuant to 5 ILCS 120/2C 1, The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body; 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;; and 21; discussion of minutes and closed meetings for purposes of approval or semiannual review as mandated by section 2.06.

ADJOURNMENT. Trustee Clisham made a motion to adjourn the meeting to closed session at 8:45 AM. The motion was seconded by Trustee Ferguson and carried unanimously as follows:

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

Joe Vertone, Secretary