

**MINUTES OF PROSPECT HEIGHTS FIRE PROTECTION DISTRICT
BOARD OF TRUSTEES MEETING OF MARCH 11, 2024**

President Rebecca called the meeting to order at 4:00 p.m. Trustees answered present as follows: Trustee James Rebecca, , Trustee Lars Anderson, Trustee Shawn Clisham. Absent: Trustee Charles (KC) Ferguson, Trustee Joe Vertone (remote). Present ex officio: Chief Drew Smith, Deputy Chief Tim Jones, and Attorney Stephen G. Daday.

Trustee Clisham made a motion to allow Trustee Vertone to participate remotely due to work requirements. The motion was seconded by Trustee Ferguson and carried unanimously.

SECRETARY’S REPORT

CONSIDERATION OF THE MINUTES OF THE JANUARY 8, 2024, MEETING OF THE PROSPECT HEIGHTS FIRE PROTECTION DISTRICT BOARD OF TRUSTEES

Trustee Vertone presented the secretary's report and the minutes of the January 8, 2024, meeting. After a short discussion Trustee Clisham made a motion to approve the minutes as submitted with a second by Trustee Anderson. The motion carried unanimously.

CONSIDERATION OF CLOSED SESSION MINUTES OF THE DECEMBER 18, 2023, CLOSED SESSION

Trustee Clisham made a motion to approve the minutes of the closed session held December 18, 2023. The motion was seconded by Trustee Anderson and carried unanimously.

Trustee Clisham made a motion to concur with Attorney Daday’s recommendation regarding the release of closed session minutes and the destruction of verbatim transcripts and recordings. The motion was seconded by Trustee Ferguson and carried unanimously.

TREASURER’S REPORT DATED JANUARY 31, 2024

Trustee Clisham presented the Treasurer’s report for the month ending January 31, 2024, pursuant to the attached sheets. Discussion was had with respect to the status of accounts and cash flow. Discussion was had regarding the ambulance billing, cash flow, disbursements, and income.

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

TREASURER’S REPORT DATED FEBRUARY 29, 2024

Trustee Clisham presented the Treasurer’s report for the month ending February 29, 2024, pursuant to the attached sheets. Discussion was had with respect to the status of accounts and cash flow. Discussion was had regarding the ambulance billing, cash flow, disbursements, and income.

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

Deputy Chief Jones made a request to transfer \$400,000.00 from operating to the District’s investment account. Trustee Ferguson made a motion to approve the transfer seconded by Trustee Clisham. The motion passed unanimously.

PRESENTATION OF THE BILLS

Deputy Chief Jones presented the bills for payment pursuant to the check detail report for February 5, 2024, and March 5, 2024. Deputy Chief Jones reviewed the highlighted items on the check detail reports with an explanation of the items.

After a short discussion, Trustee Clisham made a motion to pay the invoices from the reports dated February 5, 2024, and March 5, 2024, with a second by Trustee Ferguson. The motion carried unanimously as follows:

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

CITIZENS TO BE HEARD.

None

OLD BUSINESS

REVIEW OF 2023 INCOME AND EXPENSE REPORT

Deputy Chief Jones reviewed the 2023 income and expense report for the District.

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 also reviewed the 2023 annual report and 2024 goals and objections. He also reported on the status of the Decennial Committee.

NEW BUSINESS.

RATIFICATION OF APPOINTMENT OF TRUSTEE ANDERSON AS SECRETARY FOR THE JANUARY 8, 2024, TRUSTEES MEETING AND ALL MATTERS RELATING TO THE ADOPTION OF THE BOND ORDINANCE AND RELATED MATTERS.

Trustee Clisham made a motion to ratify the appointment of Trustee Anderson as Secretary of the January 8, 2024, meeting in the absence of Trustee Vertone. The motion was seconded by Trustee Ferguson and carried unanimously.

CRASH TRUCK DONATION REQUEST.

Chief Smith reported on the attempts to dispose of the crash truck. He requested approval to donate the crash truck to an entity that links underserved fire departments in Central and South America. Trustee Anderson made a motion to approve the request with a second by Trustee Ferguson. The motion carried unanimously.

OTHER MATTERS

President's Report: President Rebeccas asked that the April meeting be moved to April 15, 2024. No board member objected.

Attorney's Report: None.

ADJOURNMENT. Trustee Ferguson made a motion to adjourn the meeting at 5:13 PM seconded by Trustee Clisham. The motion carried unanimously.

Secretary