

**MINUTES OF PROSPECT HEIGHTS FIRE PROTECTION DISTRICT  
BOARD OF TRUSTEES MEETING OF JANUARY 8, 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. Present ex officio: Chief Drew Smith, Deputy Chief Tim Jones, and Attorney Stephen G. Daday. Also, present Anthony Miceli of Speer Financial, Marcus Rill, Jamie Zaura, of 845 Design.

Appointment of Actin Secretary. In the absence of Trustee Joe Vertone Trustee Clisham made a motion to appoint Trustee Lars Anderson as acting secretary. The motion was seconded by President Rebecca and the motion carried unanimously.

**SECRETARY’S REPORT**

**CONSIDERATION OF THE MINUTES OF THE DECEMBER 18, 2023, MEETING OF THE PROSPECT HEIGHTS FIRE PROTECTION DISTRICT BOARD OF TRUSTEES**

Trustee Anderson presented the secretary's report and the minutes of the December 18, 2023, 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.

**TREASURER’S REPORT DATED DECEMBER 31, 2023**

Trustee Clisham presented the Treasurer’s report for the month ending December 31, 2023, 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 President Rebecca. The motion carried unanimously as follows:

Ayes: Rebecca, Anderson, Clisham.

Nays: Zero.

**PRESENTATION OF THE BILLS**

Deputy Chief Jones presented the bills for payment pursuant to the check detail report for January 4, 2024. Deputy Chief Jones reviewed the highlighted items on the check detail reports with an explanation of the items. He noted the bill for Background Investigations; Fries Automotive; The Mail House; Diversified Inspections and reimbursement to the State of Illinois Health and Family Services department for GEMT reimbursement in the amount of \$146,198.56.

After a short discussion, Trustee Anderson made a motion to pay the invoices from the reports dated January 4, 2024, and the State of Illinois reimbursement in the amount of \$146,198.56 with a second by Trustee Clisham. The motion carried unanimously as follows:

Ayes: Rebecca, Anderson, 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, particularly with respect to Mount Prospect. Chief Smith also reported regarding the analytics with respect to overlapping calls.

Chief Smith introduced Jamie Zaura of 845 Design who made a short presentation on the station remodeling project.

#### **NEW BUSINESS.**

**Review And Adoption Of Ordinance 2024-001 An Ordinance Providing For The Issuance Of Not To Exceed \$6,100,000.00 General Obligation Bonds, Series 2024, Of The District To Improve Fire Stations, Purchase Emergency Response Vehicles And Acquire Fire And Rescue Equipment, Providing For The Levy And Collection Of A Direct Annual Tax Sufficient For The Payment Of The Principal And Interest On Said Bonds, An Authorizing The Proposed Sale Of Said Bonds To The Purchaser Thereof.**

Anthony Miceli of Speer Financial made a presentation regarding the proposed bond sale. After a short discussion, Trustee Clisham made a motion to approve Ordinance 2024-001 as submitted with a second by Trustee Anderson. The motion carried unanimously as follows:

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

Motion to approve Minutes relating to item 6.1 Ordinance 2024-001. Trustee Clisham made a motion to approve the minutes of the meeting relating to Ordinance 2024-001 with a second by Trustee Anderson. The Minutes relating to Agenda item 6.1 are attached hereto and incorporated herein as Exhibit 1. The Motion carried unanimously as follows:

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

Request to Decommission and declare surplus certain fire apparatus including the 1993 aerial platform, 2001 pumper and 1991 ARFF vehicle.

Chief Smith requested that the Board decommission and declare surplus certain fire apparatus including the 1993 aerial platform, 2001 pumper and 1991 ARFF vehicle. After a short discussion, Trustee Clisham made a motion to concur with the staff request, with a second by Trustee Anderson. The motion carried unanimously.

**Presentation and Request for Adoption of Rules Governing Remote Participation.**

Chief Smith presented draft rules for remote participation by a trustee for review. After a short discussion Trustee Anderson made a motion to adopt the rules as presented in the second by Trustee Clisham's. The motion carried unanimously.

**OTHER MATTERS**

**President's Report:** None.

**Attorney's Report:** None.

**ADJOURNMENT.** Trustee Clisham made a motion to adjourn the meeting at 4:50 PM seconded by Trustee Anderson. The motion carried unanimously.

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Secretary