

**MINUTES OF PROSPECT HEIGHTS FIRE PROTECTION DISTRICT
BOARD OF TRUSTEES MEETING OF MAY 20, 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 were absent. Present ex officio: Chief Drew Smith, Deputy Chief Tim Jones Deputy Chief Kelly Cossman and Attorney Stephen G. Daday.

1.5 Acknowledge Reappointment of Trustee Charles (KC) Ferguson.

Chief Smith reported that the Wheeling Township Board of Trustees approved the reappointment of Trustee Ferguson and the reappointment was acknowledged by the Board.

1.6 Election of Officers

Trustee Clisham nominated President Rebecca, Trustee Clisham and Trustee Vertone to the offices of President, Treasurer and Secretary respectively. The nomination was seconded by Trustee Ferguson and carried unanimously.

2. SECRETARY'S REPORT

2.1 CONSIDERATION OF THE MINUTES OF THE APRIL 15, 2025, MEETING OF THE PROSPECT HEIGHTS FIRE PROTECTION DISTRICT BOARD OF TRUSTEES.

Trustee Ferguson made a motion to approve the minutes of the April 15, 2025, meeting of the Prospect Heights Fire Protection District Board of Trustees. The motion was seconded by Trustee Clisham and carried unanimously.

3. FINANCIAL REPORT DATED MARCH 31, 2025

3.1 Deputy Chief Cossman presented the Financial Report for the period ending April 30, 2025, pursuant to the attached sheets. He 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 dated April 30, 2025, as submitted, with a second by Trustee Clisham. The motion carried unanimously as follows:

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

3.2 PRESENTATION OF THE BILLS

Deputy Chief Jones presented the bills for payment pursuant to the check detail report dated May 8, 2025. He reviewed and noted the bills for Scuba Testing; ECS for soil boring.

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

Ayes: Rebecca, Clisham, Ferguson.

Nays: Zero.

3.3 Approve Semi-annual interest payment on PHFPD Series 2024 GO Bond in the Amount of \$134,875.00

After a short discussion, Trustee Ferguson made a motion to pay the interest on the PHFPD Series 2024 GO Bond in the amount of \$134,875.00, with a second by Trustee Clisham. The motion carried unanimously as follows:

Ayes: Rebecca, Clisham, Ferguson.

Nays: Zero.

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 reported regarding the analytics with respect to overlapping calls.

5.2 Discussion of Succession Plan

The Board will review the proposal from the Fire Chief's Association to assist in developing a plan at the June meeting.

6. NEW BUSINESS.

6.1 Appointment of OMA and FOIA officials

Trustee Clisham made a motion to appoint the Chief and Deputy Chief as the OMA and FOIA officials for the District. The motion was seconded by Trustee Ferguson and carried unanimously as follows:

Ayes: Rebecca, Clisham, Ferguson.

Nays: Zero.

6.2 Roof Replacement. Tabled to June meeting.

6.3 Approval of Resolution 2025-R001, A Resolution Authorizing the President of the Prospect Heights Fire Protection District to enter into an Inter-Governmental Agreement between the City of Prospect Heights and the Prospect Heights Fire Protection District regarding the District's and the City's Parking Agreement and Access Easement

Chief Smith and Attorney Daday reported that pursuant to the applicable Prospect Heights zoning code, the District needed to provide additional parking due to the expansion of the fire station. The City and the District have entered into a parking agreement and are negotiating an access easement agreement for a parcel of land between the District's property and the City's property on City property for additional parking. After a short discussion Trustee Clisham made a motion to approve Resolution 2025-R0001 as submitted with a second by Trustee Ferguson. The motion carried unanimously as follows:

Ayes: Rebecca, Clisham, Ferguson.

Nays: Zero.

7. OTHER MATTERS

7.1 President's Report: None

7.2 Attorney's Report: None

8. ADJOURNMENT. Trustee Clisham made a motion to adjourn the meeting seconded by Trustee Ferguson at 12:01 pm. The motion carried unanimously.

Secretary